



**Research Council Minutes
September 24, 2009
3:00 p.m.
Champ Hall Conference Room**

RESEARCH COUNCIL MEMBERS PRESENT:

Brent Miller, Chair
Chris Fawson
for Douglas Anderson
Marv Bennett
Byron Burnham
Jennifer Duncan
for Richard Clement

John Allen
for Yolanda Flores Niemann
Todd Crowl (via IVC)
for Nat Frazer
Jagath Kaluarachchi
for Scott Hinton

Lisa Berreau
for Jim MacMahon
Bill Doucette
for Mac McKee
Jim Dorward
for Carol Strong
Vincent Wickwar

GUESTS:

Aaron Davis
Todd Redman
for Ben Croshaw
(ASUSU Academic Senate)

Anna McEntire
Russ Price
Irene Jorgensen
Joyce Kinkead

Teresa Seeholzer
Lorraine Walker

ACTION ITEMS

1. **Approval of Minutes of September 24, 2009** - Minutes was approved unanimously.

DISCUSSION

1. **Welcome & Introductions** - Brent Miller
2. **Recap of FY2009 Seed Funding Programs** – Brent Miller for Jeff Broadbent

A memo summarizing the July 1 VPR seed funding awards (GEM, SPARC & RC) was distributed to the deans on July 1, 2009. Timelines and grant requirements can be viewed on the VPR website at: http://research.usu.edu/html/grants_funding. Colleges are to submit their next round of ranked proposals to the VPR office by close of business, Thursday, October 15, 2009 for the January 1, 2010 start date.

3. **Recap of 2009 New Faculty Research Orientation** - Joyce Kinkead

Orientation was held on August 18, 2009, with 30 participants. Provided new faculty with information about resources and support that can assist with proposing, conducting and reporting research at USU. Todd Crowl mentioned that NSF supports outreach training efforts and program officers often travel to universities to participate in similar events. This suggestion will be considered for future training.

4. **Time & Effort Reporting Update** – Irene Jorgensen

A handout was distributed showing a summary of USU's Time and Effort reports for FY2009. A total of 1406 reports were sent out for PI certification with a compliance due date of September 11, 2009. Those returned by the due date represented 69.56% of the total. An additional 20% were received by September 23, 2009, and ~10% (145) remain unresolved. Irene will be contacting each college about reports which are incomplete.

5. **New Faculty Startup Discussion** – Brent Miller & Lorraine Walker

Sometimes new faculty are not aware that part of their faculty startup package has been committed from the Research Office. A handout showed startup funding of ~ \$ 1 million per year for FY2006 through FY2010 from the Research Office. A more transparent process is needed so faculty know exactly what investments are being provided. No concerns were expressed with sharing startup forms with new faculty, so this will be done in the future.

6. **EPSCoR Progress/Update** – Brent Miller & Jagath Kaluarachchi

Brent gave a timeline overview and recapped accomplishments thus far related to EPSCoR progress for the state of Utah. The Planning Grant was recently approved and will provide \$ 250,000 (from September 2009 – September 2010) to help establish a science and technology plan for the state of Utah. An EPSCoR state director and staff will be hired to oversee activity for Utah's research universities. EPSCoR has advised Utah to not wait to submit proposals for major research infrastructure Track I (State projects – Due 10/19/09) and Track II (Cyber – Due 11/2/09). Utah is moving forward on an accelerated timeline to pull together collaborative proposals that target energy, environment, and STEM.

Track I RII proposal (Energy & Environment) requires a strong research and science component. It is a five year proposal, \$ 4 million per year for infrastructure, + 20% in matching funds. Several research projects will be funded in the first year, with funds in place for the subsequent years. Seed funding support will also be available for junior faculty, new faculty hires, and mentoring of junior faculty and graduate students. Todd Crowl stated that NSF allows extensions due to tight timelines, and suggested contacting Henry Blount at NSF.

7. **Nonpayment of Sponsored Awards** – Brent Miller & Irene Jorgensen

Steps are being taken to reduce financial risk to the University of nonpayment on sponsored awards. A procedure has been drafted and shared with the Provost.

With industry sponsored contracts, the draft procedure states work will not be started until USU has the money. Irene explained the steps involved with invoicing and when notices of delinquency and follow up occur. The Provost has reviewed the documents and asked "stop work" decisions to reside by the dean. Departmental Guarantee of Expenditures form was discussed.

- Marv Bennett suggested that PIs contact **their counterpart/program director** on the project, and clarification is needed about what is being guaranteed. Todd Crowl reminded that time lags occur on some projects, and coordination will be needed with the deans and department heads. Nonpayment is a joint issue, and responsibility should also be shared. The "guarantee of expenditure form" should include an additional signature line for the Vice President for Research. Bryce Fifield

commented that federal agencies sometimes will be slow to pay, and some subcontractors might be delinquent on payment.

The draft proposal will be revised to include flowcharts and benchmark information.

8. **Research Publicity Schedule 2009/2010** – Anna McEntire

A handout was distributed highlighting the VPR Research News Content Schedule and targeted Research Matters stories for 2010. Research Newsletters are distributed electronically every other month. Colleges are requested to forward research related news items or significant faculty achievements to Anna McEntire. Brent asked college representatives to be sure and review the handout and alert Anna if there are any concerns with the stories targeted for Research Matters 2010.

9. **D. Wynne Thorne & USU Researcher of the Year** – Brent Miller

Requirements for these awards have recently been revised as per input received.

- The D. Wynne Thorne award is *“designed to honor a senior faculty member based on a career of outstanding achievement in research.” “Recipients are **full professors** who have established very extensive records of sustained research excellence, and are recognized only once.”*
- University Researcher of the Year Award *“recognizes excellence in research, scholarship or creative activity for the most **recent three years at any faculty rank.**”*

10. **Undergraduate Research** – Joyce Kinkead

In 2010, undergraduate research at USU will celebrate its 35th year anniversary. It was implemented in 1975 by President Glen L. Taggart, and USU has the 2nd oldest undergraduate research program in the United States. Save the date for March 30, 2010, when USU will formally celebrate this anniversary during Research Week (March 29th - April 2, 2009). USU’s first release of Undergraduate Research Newsletter will be mailed electronically in October 2009.

11. **Undergraduate Research Advisory Board Update (URAB)** – Lisa Berreau, Chair

URAB meets once a month during the academic year with the goal of enhancing undergraduate research at USU. Lisa recapped three primary areas which the board identified in 2007-2008 as challenge areas: 1) Enhance funding for URAB program, 2) Increase accessibility to undergraduate research, and 3) Enhance climate for undergraduate research in non-traditional areas. In the 2008-2009 academic year, targeted action items resulted in approval for Tier Two Tuition funds to support undergraduate research, implementation of a pilot program for research/creative endeavors in arts and humanities, and Utah Humanities Council Fellowships where first time fellowships were both awarded to USU students.

URAB Goals for the 2009-2010:

- 1) Map the curriculum of undergraduate research and assess curricular foundation for students not entering USU as Undergraduate Research Fellows.

- 2) Map Responsible Conduct of Research (RCR) training as it relates to undergraduate research

12. Wrap Up Discussion & Calendar Events – Brent Miller

- Calendar Events:
 - October 15, 2009 - Due date for colleges to submit ranked GEM, SPARC, and RC proposals to VPR Office for January 1, 2010 start date
 - October 15, 2009 – URCO grants due at noon.
 - October 16, 2009 – Sunrise Session in Salt Lake City
 - 7:30 a.m. at Little America Hotel
 - Presenter: Bonnie Pitblado -“The REAL 10,000 B.C.: Utah’s and Idaho’s First Inhabitants”
 - November 19, 2009 – Next Research Council (3rd Thursday due to Thanksgiving Holiday)

Meeting adjourned at 4:40 p.m.

Minutes submitted by: Teresa Seeholzer, Research Council Secretary