University Research Council  
October 18, 2011  
(Approved November 15, 2011)


ABSENT: Susan McCracken, John Pine, Alan Utter, Denise Martz, Lynn Gregory, Ray Miller, Karla Rusch

GUEST: Amy Love, Grants Resources & Services

• Dr. Huntley called the meeting to order.

MINUTES: It was moved (Bill Bauldry) that the minutes of the September 20, 2011 meeting be approved. Motion passed. No opposition.

UPDATE ON REACH NC – POLLYANNE FRANTZ

• REACH NC is a Web portal that enables users to find experts and assets within North Carolina higher education and research institutions.
  o Used as a tool to foster intra- and inter- institutional collaboration in research and innovation.
  o Available to the public for free.
  o Data input should be an automated process that also is comprehensive.

• University of North Carolina at Chapel Hill and North Carolina State University faculty profiles are in the live site (http://reachnc.org).
  o Appalachian State will launch selected profiles on November 1st.
    ▪ Physics and Astronomy and Health, Leisure, and Exercise Science.
  o Staging site contains preliminary faculty profiles for Appalachian State.
    ▪ Pollyanne will send URC members the username and password to access the staging site.

• REACH NC is still a work in progress.
  o Legal issues are being worked out with vendors to pull information into the database.
  o Humanities and Social Sciences faculty are not currently well represented.
  o Campuses are continuing to talk with UNC General Administration about being more inclusive.
  o Once Appalachian State goes live, Pollyanne and Amy will work with faculty to ensure profiles are correct and accurate.

• Limitations:
  o Unsure how comprehensive the list of vendors providing the information is.
Because REACH NC grew out of Governor’s Innovation Council, economic development and industry needs and interests are the foundation of the database.

- Important to note that REACH NC is not a substitute for the human element.

**SUMMARY OF UNC DEFENSE OPPORTUNITIES WORKSHOP – AMY LOVE**

- Amy attended the workshop in August sponsored by General Administration.
- Focused on using UNC system resources to support military needs and contribute to NC economy.
  - NC has the third largest military population in U.S.
- UNC partnership includes degree programs, community support programs, short courses aligned with deployment requirements, research and development, and scholarships.
- Defense funding is steadily increasing.
- Eight UNC campuses currently have Department of Defense funding (DoD) but Appalachian State is not one of them.

**Pursuing DoD funding:**
- Funding opportunities generally are published through Broad Agency Announcements (BAA), which contain research topics of interest to the DoD.
- Prospective applicants should work closely with program officers, who have the capacity to translate operational requirements into unclassified research topics.
- The first step usually is to submit a brief white paper rather than a full proposal.
- Most awards are intensively managed by program officers. Faculty need to be aware of this level of involvement.

**Funding opportunities suitable for Appalachian State University faculty include:**
- Defense University Research Instrumentation Program (DURIP).
  - Supports purchase of instrumentation essential to high quality DoD relevant research.
- Multidisciplinary University Research Initiative (MURI)
  - The MURI program supports basic science or engineering research that is multidisciplinary.
  - Proposals must discuss the impact of the equipment on the institution’s ability to educate students.
- The Minerva Research Initiative taps into faculty expertise in the social sciences and humanities.
- The Defense Advanced Research Projects Agency (DARPA) seeks revolutionary research in physical sciences, materials, neurosciences, biology, and mathematics.
  - Appalachian State has had success with this agency.

- Faculty members have the opportunity to teach short courses (2-4 weeks) to members of the military before they deploy.
  - Wide variety of topics to choose from.
- UNC system is working, especially at the undergraduate level, to bring military families into the system for educational purposes.
UNIVERSITY POLICY MANUAL – JULIE TAUBMAN

- Appalachian’s current resource manual is not searchable and requires the user to dig deep to find policy they are looking for.
  - SACS requires that policies are accessible by those affected by them.
- A new policy manual format is in the works through the Office of General Counsel.
- Seeking feedback on the draft format from the URC.
  - Suggest the actual policy and procedures are at the top of the page rather than definitions.
  - Need consistent language in order to successfully search policies.
    - Suggest a keyword list on each page.
  - Would be helpful to include users in the design process and to help come up with keywords.
  - Concerned there is not enough cross references.
- Generating a searchable and user friendly policy manual will be challenging task but must be done.

ANNOUNCEMENTS FROM DEAN HUNTLEY

- Community-Based Research Matchmaking Luncheon to be held Friday, 28 October in Anne Belk Hall.
  - Attempt to connect faculty and students interested in doing research.
  - Provides an opportunity for real world research opportunities.

ANNOUNCEMENTS FROM GRANTS RESOURCES & SERVICES – POLLYANNE FRANTZ

- Refer to complete Grants Resources and Services (GRS) report attached.
- A research service fair will be held on Friday, 21 October in 421 Belk Library.
  - Provost Gonzalez and Dean Huntley will speak.
  - Tables staffed by campus representatives will be set up to answer inquiries about available resources and services.
- GRS will host the Federal Research Priorities and Budgets for FY12 webinar Oct. 31-Nov. 2. The webinar consists of multiple 90-minute sessions that will focus on the directions various federal agencies see themselves moving in during the current fiscal year.
  - URC members are encouraged to attend as many webinars as they are interested in but asked to keep in mind that enrollment is capped because of limited seating in the meeting room.

ANNOUNCEMENTS FROM SPONSORED PROGRAMS – CHARNA HOWSON

- Refer to complete Sponsored Programs report attached.
- There are only three A-grants training sessions remaining. For those who are unable to attend a training session, OSP staff is happy to meet individually to work with faculty on Agrants.

ANNOUNCEMENTS FROM RESEARCH PROTECTIONS – JULIE TAUBMAN
• Refer to complete Research Protections report attached.
• There will be a town hall meeting on the proposed HSR changes to seek campus feedback.
• One significant proposed change would give PI’s the options to self-determine that their research is exempt.
  o Approximately 50% of Appalachian’s research is exempt.

ANNOUNCEMENTS FROM GRADUATE STUDIES – HOLLY HIRST

• Refer to complete Graduate Studies report attached.
• Thanks to URC members who helped review submissions for the Cratis D. Williams Graduate Research Grants and 100 Scholars.
• There will be a Faculty Awards Reception on Thursday, October 20, in the solarium of the Student Union to honor faculty/programmatic awards from the Graduate School.

MOTION TO ADJOURN
**Initiatives:**

- REACH NC expertise portal implementation is in progress. Faculty profiles are in the staging site now. Selected departments will be brought online November 1, 2011.
- The second Faculty Learning Community: Grant Proposal Writing endeavor has begun with six participants.

**Events:**

- September “First Fridays” event featuring Drs. Baker Perry, Jim Sherman and Brett Taubman and their work on the Appalachian Atmospheric Interdisciplinary Research Facility -- “AppalAIR” project (Sept. 2 / 33 participants)
- New Faculty and Researcher workshop (Sept. 23 / 9 participants)
- Finding Funding workshop (Sept. 29 / 2 participants)

**Other Activities:**

- An internal competition was conducted for the American Honda Foundation’s grants program. This event marks the first use of the AsULearn site for limited submission competitions
- Amy Love developed the following resources for the website:
  - Restructured entire Grants Resources section of website
  - Added “Getting Started” section (simple overview of grant-seeking process)
- Amy Love attended the NC QUEST Technical Assistance workshop (Aug. 31)
- Pollyanne Frantz participated in the National Science Foundation’s ADVANCE Program webinar (Sept. 14) and also attended the NAFSA “Comprehensive Internationalization: Inspiring Campuswide Action” webinar (Sept. 21)
- Frantz and Love attended the UNC Sponsored Programs and Research Council semiannual meeting. Frantz delivered a presentation on Appalachian’s limited submission process and the PARE (Peer Assisted Review Enterprise) initiative
- Funding opportunity samplers were created and distributed to 13 new faculty members
Frantz consulted with research administrators at Mississippi Valley State University about effective website design and communication tools for research development and proposal development.

Proposal guidelines were written for two new internal funding opportunities: the Grant Proposal Development Fellowship and the Microgrants program.

Faculty consultations:
  - Frantz: 5
  - Love: 3
  - Frantz & Love: 2

Frantz and Love developed GRS reference materials for a resource notebook created for new provost Dr. Lori Gonzalez. Frantz participated in the office visit.

**Upcoming Events:**

- October “First Fridays” event featuring Dr. Jana Carp and the “Slow Cities Movement” (Oct. 7)
- NIH Academic Enhancement Research Award (AREA) Grants workshop (Oct. 10)
- Finding Funding workshop (Oct. 20)

For a complete listing of events, see [http://www.orsp.appstate.edu/events/index.html](http://www.orsp.appstate.edu/events/index.html).
Items of Note

- Year-to-date award information through the end of August is available on the Web at http://www.orsp.appstate.edu/awards. A summary follows:
  - 32 proposals requesting $26,919,602 in contrast to 71 proposals asking for $11,323,082 during the same period in FY2011. The large increase in dollars requested can be attributed to one large proposal.
  - 44 awards totaling $2,292,045 in contrast to 65 awards for $8,817,796 for the end of August in FY2011. Note these figures are for the first budget period when American Recovery and Reinvestment Act (ARRA) dollars are almost extinct and the first fall term without submissions and awards for Appalachian Family Innovations (AFI), which left Appalachian early last spring.
  - As of 10/6/2011 our unofficial figures are:
    - 37+ submissions in progress/under development (several not yet in AGrants)
    - 5 proposals moving through the electronic routing system for administrative approvals
    - 61 submissions requesting $30,400,455.44 (Total dollars requested for FY2011 was $58,412,052)
    - 77 awards totaling $3,310,079

- Workshop Activity
  - AGrants training
    - Only 4 sessions left for faculty – attendance has dropped off
    - Only 4 sessions left for administrators
  - See www.orsp.appstate.edu/events for the full list of FY2012 offerings

- AGrants/RAMSeS electronic sponsored projects management
  - Principal Investigator (PI) effort reporting still needs final agreement and clarification from the 17 campus Standards Advisory Board and General Administration. In addition, a change to these fields after the PI submits and certifies (electronically signs and electronic internal processing form) requires that the PI recertify. Thus OSP does not recommend and will not be monitoring those fields for accurate data just yet.
  - Questions are coming in regarding visibility of items in local and external AGrants reports. Please note the following:
    - Appalachian viewers can see
      - A table of generic data (i.e., sponsor & title)
• Abstract links are only viewable when the PI does NOT limit access on the Abstract tab in AGrants
• Detailed information and attachments for projects on which they serve as PI or CoPI only
• Detailed information only for the units that one manages
  ▪ UNC General Administration can see all, but will not distribute information that PIs have flagged as restricted
  ▪ Other UNC schools & the general public can see
    • Summative data only (PI, title, sponsor, etc.)
    • Award information only – no submissions
    • Abstracts that have not been restricted on the Abstract tab in AGrants
      o Restricted awards will hold back the abstract and sponsor name
          Assumption of Risk (AOR) plans for spring – Sponsored Programs will work with the Office of Special Funds Accounting to cooperatively develop procedures that will move the process of establishing a spending account prior to full execution of an award document or prior to receipt of continuation funding to the AGrants system in the spring of 2012. This action requires a department, dean, or other university administrator to assume financial liability for preaward spending.
• American Reinvestment and Recovery Act (ARRA) & Federal Funding Accountability and Transparency Act (FFATA) Reporting – October ARRA reports have been submitted. New federal awards are arriving with FFATA reporting requirements, and rumors of more federal reporting mandates are on the rise. Required for all federally funded projects, Appalachian is presently reporting 2 subawards valued in excess of $25,000 in the FFATA system.
• OSP is also collaborating with related other campus units (OSP, ORP, General Counsel) to develop Standard Operating Procedures for Nondisclosure and Confidentiality Agreements.

NEW Business

• OSP would like comment and feedback on a revised graphic that is intended to replace an old Org Chart used to explain F&A Distribution. This file (FandADistributionChart-Oct-4.PDF) is attached with our monthly reports.
Departmental Award

Home Department 15%
School, College, or Unit 5%

Department Working with an Institute where the Institute provides substantial support*

Home Department 15%
School, College, or Unit 5%
Institute 20%

Award to an Institute

Unit within an Institute 15%
Institute 5%

Administrative Unit or Initiative Reporting Directly to the Provost or VC

Unit or Initiative 15%

Facilities and Administrative Costs Distribution Chart

*Account management, office space & supplies, clerical support, telephone, mailing, etc.
Past Events
- Navigating the IRB Process, Robin Tyndall (9/22, 9 participants)
- Town Hall on the Advanced Notice of Proposed Rule Making (10/3, 1 participant)

Items of Note
- IRB: The University of North Carolina General Administration has solicited campus feedback on the U.S. Department of Health and Human Services Advanced Notice of Proposed Rulemaking for revisions to the regulations governing research with human subjects. We are soliciting campus feedback to inform our response due 10/26.
- Radiation Safety: The Radiation Safety Officer is working with a new faculty member in Chemistry to inventory sealed sources and ensure that they are covered by our institutional license.

Upcoming Events
- IRB Administrators will host a second Town Hall on the Proposed Changes to the Human Subject regulations on 10/20/2011.
- Julie Taubman, Oscar Knight, and Amy Love will facilitate a Hubbard Center Workshop on data protections on 11/6.
(1) Enrollment

Official fall 2011 enrollment snapshot summary numbers (preliminary):
- Total graduate enrollment 1885, down from 2085 last fall
- On campus enrollment 1012, down from 1048
- Off campus enrollment 907, down from 1077
- New student enrollment: 439 on campus and 239 off campus, down by 206, most of which was off campus.

(2) Graduate Student Research Funding

GSAS has distributed round one of its grants. Many of the proposals did not include all of the required documentation, and those students will be reminded to submit all documentation if they choose to resubmit. There are three more deadlines this year. Total to award over the year: $10,200.

The Cratis Williams Graduate Student Grants have been allocated for Fall. There is one more deadline in Spring. Total to award over the year: $10,000

(3) Distance Education Meeting

The information session was held on October 11 to disseminate the results of the EduCause survey and discuss possible actions to increase enrollment suggested by the survey. More information is available online: http://www.graduate.appstate.edu/facultystaff/index.html

(4) Faculty Awards Reception

The Reception to honor faculty/programmatic awards from ORSP and the Graduate School will be held on Thursday, October 20, in the Solarium of the Student Union at 5:00. Recipients are:

- 100 Scholars Research: Kin-Yan Szeto
- Wachovia Research: Lynn Siefferman
- Transforming NC Research: Can-DOO Project (Brett Taubman, Baker Perry, James Sherman)
- Distinguished Graduate Faculty Member: Rahman Tashakkori
- Academy of Outstanding Mentors: Chris Badurek, Jim Deni, Marie Hoepfl, and the team of Jamie Russell and Chad Everhart (Solar Decathlon)
- Deans’ Award for Excellence in Graduate Education: Reading Education MA Program