University Research Council  
January 24, 2012  
(Approved February 21, 2012)

PRESENT: Holly Hirst, Pollyanne Frantz, Charna Howson, Susan McCracken, Julie Taubman, Alan Utter, Joseph Cazier, Bill Bauldry, Denise Martz, David Dickinson, Les Bolt, Tracy Goodson-Espy, Lynn Gregory, Ray Miller, Scott Collier, Christine Leist, Eva Gonzales, Karla Rusch, Anne Fanatico, Amauri Serrano

EXCUSED: John Pine, Ged Moody, Susan Staub

ABSENT: Amy Roberts, Lisa Suggs, Kellie Reed-Ashcraft

GUESTS: Amy Love, Jennifer Wilson-Kearse, John Abbott, Mary Reichel

- Pollyanne Frantz calls the meeting to order.

MINUTES: Motion to approve minutes from the November 15, 2011 meeting (Bill Bauldry). Second (Denise Martz). No opposition. Motion passes.

GRANT REVIEW RUBRIC – LYNN GREGORY

- Lynn received eight responses to her survey about the grant review rubric.
- What was helpful about the rubric?
  - Useful guide that provided consistency throughout the review process.
  - Complete and thorough.
- What was not helpful about the rubric?
  - Very general guide and should be tweaked for each panel.
- General Comments:
  - Rubric printed odd and needs more space to allow reviewers to write comments.
  - Reviewers need more time to review applications and meet with their review panels.
  - Council will continue to discuss if, once finalized, the rubric will be available for applicants to reference.
- Over the course of the spring semester, each review panel should tweak the rubric to best fit their discipline.
  - Review panels can give their edits to Lynn and she will compile the tailored rubric.

URC APPLICATION REVISIONS – AMY LOVE

- Guidelines and application instructions are now combined as a downloadable .pdf document.
- Application cover page has been expanded to include signature lines for anyone named in the proposal.
NCACHE – JENNIFER WILSON-KEARSE

- Jennifer is a great resource for faculty who are writing grants with an outreach component.
- Pre-proposal:
  - Extensive demographic knowledge and how to find data in surrounding counties.
  - Building partnerships with schools.
- Post-award:
  - Point of contact
  - Implementing programming.
- Close-out:
  - Experience with audits and has a staff member to help with budgeting.
  - It is noted that Chrissy Tillery, a doctoral student, is interning in ORSP and is a great resource for faculty and graduate students who need statistical support.
- Example of collaboration:
  - GEAR UP grant – Working closely with students and parents to increase knowledge about the college process. Includes building relationships with families, high schools, community colleges, and Appalachian.
- IRB sees multiple applications for research to be conducted in a surrounding school system but it not able to help PIs navigate the research process for that particular district. Jennifer has established relationships and experience with these schools and is well suited to offer support to PIs.

LIBRARY COLLECTIONS – JOHN ABBOTT & MARY REICHEL

- 2011-2012 Library budget cuts:
  - 18% overall reductions.
  - 25% library hours.
  - 25% collections budget expenditures.
- 2012-2013 budget uncertainties makes planning difficult:
  - If enrollment growth funding is received, it will balance the reduction from reduced Distance Education funding.
  - Campus based tuition increase?
    - Committee recommends $600,000 but $200,000 needed just to cover inflation.
- Plan for possible cancellations of $400,000.
  - Cancellation decisions must be made by mid-August.
- Cancellation criteria:
  - Criteria 1 – Use and cost criteria:
    - Low use/high cost
    - Low use/low cost
    - Protect book-based disciplines
    - Weaker or lesser-used among discipline’s databases
  - Criteria 2 – Operational criteria:
    - Persistent vendor issues
- Resources may be stopped and recovered later
- Leverage NCLIVE content over locally-paid information
- Available via interlibrary loan

- Expenditures: 83% are digital materials.
  - Digital content is usually leased.
- Journals are now offered in a “one box, one price” manner rather than one-by-one.
  - Departments can no longer review title-by-title lists for cancellations.
  - ASU does not use 60% of titles in the “box”.
  - Want vendors to divide the “box” into five packages so we only purchase the information we need and use.

- Optimize which aspects?
  - Access to primary source articles, access to discovery tools finding research, or buy fewer books to save journals?

- Most cancellations will take effect in January 2013.
- Seeking feedback from our campus on the cancellation criteria and process.
  - Advice on individual titles or packages faculty and their students use more frequently.

**ANNOUNCEMENTS FROM SPONSORED PROGRAMS - CHARNA HOWSON**

- A-Grants is now fully electronic.
- A committee has been charged with making the OSP website easier to find and manipulate.
  - Important to have end users participate in the process.
  - Aim to have the project complete by the beginning of the fall 2012 semester.

**ANNOUNCEMENTS FROM RESEARCH PROTECTIONS – JULIE TAUBMAN**

- If we receive any DOD funding for human subject research, a scientific review is required prior to IRB review.

**ANNOUNCEMENTS FROM GRANTS RESOURCES & SERVICES – POLLYANNE FRANTZ**

- Please refer to the list of events on the website.
  - First Fridays resumes on February 3rd. This month features Dr. Cathy McKinney’s research on music therapy.

**OTHER BUSINESS**

- Several faculty members have inquired if the URC will recommend that securing grants count towards the publication component of promotion and tenure.
  - Promotion and tenure guidelines are weighted according to departmental expectations.
- The URC, as a research body, could recommend grant writing be something faculty is recognized for.
  - Wide variety of effort faculty put into proposals. How would this be weighed?
    - Vary by department.
• Table this discussion and resume at the February meeting.

MOTION TO ADJOURN
Graduate Council & University Research Council / January 2012
Report from Dr. Pollyanne Frantz, GRS Director

Initiatives:

- REACH NC expertise portal implementation is still in progress. Profiles of faculty in the Departments of Health, Leisure and Exercise Science and Physics and Astronomy are scheduled to go live on Jan. 9, 2012.
- As members of the UNC System Funding Opportunities/Proposal Development Workgroup, Pollyanne Frantz and Amy Love are participating in an analysis and evaluation of two funding opportunity delivery systems: COS Pivot and SciVal Funding.
- Love is serving as a member of the ORSP website redesign team.
- Applications are being accepted for the Grant Proposal Development Fellowship and Microgrants programs. Next deadline for proposals: 12 p.m. Feb. 17, 2012. See http://www.orsp.appstate.edu/funding/internal/faculty

Events:

- “Federal Agency Update” webinars (Oct. 30 – Nov. 2 / 30 participants)
- “Research Data Security and Data Sharing” workshop – Love presented with Julie Taubman and Oscar Knight (Nov. 7 / 9 participants)
- “Footprints on the Sands of Time: Helping PUI Faculty Make Their Mark” Frantz presentation at the 53rd annual meeting of the National Council of University Research Administrators (Nov. 8 / Washington, DC / ca. 25 participants)
- “Faculty without Borders featuring Drs. George Ehrhardt (Government and Justice Studies) and Kathleen Schroeder (Geography and Planning)” (Nov.15 / 6 participants)
- November “First Fridays: Beyond Their Natural Range” featuring April Flanders from the Department of Art (Nov. 11 / 16 participants).

Other Activities:

- Frantz and Love hosted Lynda Parlett, WCU Associate Dean for Research, during a November visit to discuss GRS operations and best practices
• Faculty consultations/meetings:
  o Frantz: 6
  o Love: 12
• Limited submission competitions conducted:
  o ORAU Ralph E. Powe Junior Faculty Enhancement Award
  o National Science Foundation Major Research Instrumentation
  o North Carolina Biotechnology Center Undergraduate Biotechnology Research Fellowship
  o South Arts (currently open).
• Internal funding opportunity proposal review coordination:
  o Microgrants program
  o Board of Trustees International Research Travel Grant program.

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

• “Securing Grants to Support Scholarship” (Jan. 27)
• “First Fridays: Music Therapy” featuring Dr. Cathy McKinney, Hayes School of Music (Feb. 3)
• “First Fridays: Exercise and Cardiovascular Health” featuring Dr. Scott Collier and graduate assistant Chelsea Curry from the Department of Health, Leisure and Exercise Science (Mar. 2)
• “New Faculty and Researcher workshop” (Mar. 9)
• “Making Progress on Your Research Agenda” (Mar. 27)
• “First Fridays: Medical Speech Pathology” featuring Dr. Heather Clark, Department of Communication Sciences and Disorders (April 6)
• North Carolina Biotechnology Center Grant Proposal Writing workshop (May 17)
• National Science Foundation Grant Proposal Writing webinar (TBA)
• National Endowment for the Humanities Regional Grant workshop (TBA)
• Faculty Learning Community: Grant Proposal Writing (summer 2012).
Items of Note

- Year-to-date award information through the end of December is available on the Web at http://www.orsp.appstate.edu/awards. A summary follows:
  - 108 proposals requesting $38,149,046. Proposal submissions are down in number by 28%, a 1% increase over last month, but several December submissions have yet to complete AGrants routing, and thus will be counted with January submissions.
  - Dollars requested are up 16%, falling back from the previously reported 33% increase reflecting one large submission that was not funded.
  - OSP continues to work with numerous PIs who, after considerable investment of effort, have decided to postpone or forego submission altogether. Delayed submissions can have a positive effect on our numbers as continued refinement leads to more competitive applications. This ever more important because federal sponsors are reporting lower success rates relative to decreased funding and large increases in the applicant pools. In addition to increased limited submission programs, we are beginning to see limits on the number of times a PI or CoPI can show up in these roles for a single competition and more requirements for preproposals that are used to screen and limit the full applicant pool.
  - 124 awards totaling $5,192,795 reflect a 11% decrease in the number awards, rising from the previously reported 13% decline as we move out of the last period where these figures were influenced by recovery act awards and awards to Appalachian Family Innovations.
  - Likewise, 62% decrease in the dollars received Shrank to a 55.9% decrease in December. Although these are alarming numbers, we should continue to see forward movement throughout the spring as we build on the base of experienced researchers and new talent that currently reside on or are affiliated with Appalachian State.

- AGrants electronic routing for internal approval of grant and contract activity
  - OSP is pleased to announce that proposal routing is fully electronic as the spring semester begins.
  - We would like to remind those who approve proposals to watch for system e-mails and move promptly to review, resolve questions or issues, and to approve proposals when notified of items pending review.
  - Initiated query to UNCGA re the payment of spouse/family member or significant other as a missing COI question.

- Workshop Activity
See www.orsp.appstate.edu/events for the full list of remaining FY2012 offerings.

There will only be 1-2 AGrants sessions for PIs and administrators this spring and moving forward.

Two new programs are being developed for the FY2013

- Additional Compensation and Sponsored Projects
- Effort Planning and reporting for Sponsored Projects

- Required Federal Reports (ARRA & FFATA) – Submitted on time
- Collaborations between OSP and a number of campus units (OSP, ORP, and General Counsel) continue to move forward. Plans are underway for a joint OSP/SFA (Special Funds Accounting) retreat to review procedures and ways in which these offices can collaborate to enhance services to project personnel.

- ORSP Web presence
  - Information about the Web redesign and focus group plans was published in the ORSP Blog in December. It will be repeated after the holidays.
  - The existing information on F&A costs was recently updated and posted to the ORSP blog on Nov. 22nd.

- Society for Research Administrators, International
  - North Carolina Chapter
    - The Director of Sponsored Programs drafted a NCBC proposal for meeting support for the North Carolina Society of Research Administrators in her role as President. The proposal was submitted by the President-Elect at East Carolina State University in December and was funded for $1,200.
    - The Director of Sponsored Programs will CoPresent a session on Research.gov at the FY2012 meeting in March.

NEW Business

- The ORSP Web presence design team led by Charlotte Smith, Assistant Director in OSP, will conduct focus group meetings this spring to collect information about ORSP Web page use and client needs and desires as the team works on the redesign. Please be responsive if asked to participate in a focus group. Call Charlotte at ext. 2694 if you would like to provide input or serve as a focus group member. We want your voice to be heard.
Past Events
- Research Data Security and Data Sharing, Julie Taubman, Oscar Knight, Amy Love, 11/7 (9 participants)

Items of Note
- The IRB continues work on developing SOPs and guidance on topics of interest
  - Mid-year Numbers: 144 new requests for review (44% of 2010-11 new requests)
  - Working with Academic Affairs on a policy for external requests to use Appalachian digital resources (e.g., faculty listserv) for research purposes
- Institutional Animal Care and Use Committee (IACUC) policy is under development
  - The federal government approved a new Guide to the Care and Use of Animals which will require some changes to our program
- The Office of International Education and Development has published a new website on procedures for travel to Cuba: international.appstate.edu/travel/cuba

Upcoming Presentations / Events
- Robin Tyndall, Navigating the IRB Process Workshop, 2/14, 2:00-3:30
- Julie Taubman, Export Controls, 3/28, 2:00-2:50
- Julie Taubman, Responsible Conduct of Research for CHE 3000, 4/6