University Research Council  
January 15, 2013  
(Approved March 19, 2013)

PRESENT: Bill Bauldry, Scott Collier, David Dickinson, Anne Fanatico, Pollyanne Frantz, Randy Gonzalez, Kim Hall, Holly Hirst, Charna Howson, Edelma Huntley, Christine Leist, Denise Martz, Ray Miller, Ged Moody, John Pine, Jeff Ramsdell, Kellie Reed-Ashcraft, Amy Roberts, Karla Rusch, Susan Staub, Lisa Suggs, Julie Taubman

EXCUSED: Les Bolt, Tracy Goodson-Espy, Cynthia Liutkus, Susan McCracken, Betsy Williams

ABSENT: Joseph Cazier, Eva Gonzalez, Alan Utter

CALL TO ORDER: Edelma Huntley called the meeting to order

MINUTES: Motion to approve minutes from the November 20, 2012 meeting. Seconded. Motion passed.

NEW BUSINESS:

Discussion of FAQs and other questions – Pollyanne Frantz

- Document (URC Grants Program Application Questions) was created as a result of the questions that ORSP has been fielding from applicants
- ORAU Ralph E. Powe Jr. Faculty Enhancement Awards RFP provides a helpful point of reference as URC discusses FAQs and application instructions
  - ASU has been a member of ORAU for three years
  - Three out of four of our faculty members who have applied have been funded for Powe awards—suggesting that a two-page limit on a funding proposal is not necessarily a barrier to success.
- Application clarifications and FAQs
  - Applicants will have the option of including 1 page (maximum) of bibliographical references in the Supplemental Information section
  - Narrative length will remain 2-pages (maximum)
  - Supplemental documents cannot be used for extensions of any required application component
    - Include a list of unallowable Supplemental Information in the guidelines
  - Include proposal processing information (technical review process) in the automated confirmation/receipt of application message
- Budget clarifications and FAQs
  - Require that applicants who request funding for an external collaborator must clearly define the collaborator’s role on the project and explain why the particular expertise is necessary for successful completion of the project
  - Include links to Belk Library and Technology Support Services as information about existing resources in the Unallowable Expense section of the guidelines
  - Explain that all budget items should be itemized and clearly justified
- Eligibility clarifications and FAQs
  - ORSP staff will make final determinations regarding applicant eligibility
  - Clarify that applicants may be listed on only one proposal under review at a time
• Resubmission clarifications and FAQs
  o Include a checkbox on the cover page to note if proposal has previously been declined
  o Require that applicants include an explicit statement explaining how reviewers’
    comments have been addressed (maximum of 1 page) in the Supplemental Information
    section
  o Provide reviewers with access to content of prior reviews

OLD BUSINESS:

Review criteria and need for rubrics and consistent evaluation – Edelma Huntley

• Several faculty members as well as their department chairs have contacted Dr. Huntley with
  concerns about conflicting rejection comments
  o Variation from one review cycle to the next
  o Some feedback is so generic that it is not helpful
• Rubric needed to provide consistency for both reviewers and applicants
• Dr. Huntley will convene a subcommittee to bring a rubric proposal back to the URC
• URC consensus is that reviewers need previous rejection comments for resubmissions
• Applicants should be told that each proposal received will be compared to the current pool of
  proposals submitted in the same cycle, and review panels may consist of different faculty from
  one cycle to the next
• Applicants should be encouraged to contact their College representative(s) for additional
  resources and review guidance

ANNOUNCEMENTS

• Approaching internal grant deadlines: REI/URC Grants Program, Microgrants Program, and
  Board of Trustees International Research Travel Grants

The meeting was adjourned.
Graduate Council & URC / January 2013
Report from Dr. Pollyanne Frantz, GRS Director

Initiatives:

- The Grantwriters Education Series, a hands-on interactive series of seven workshops designed to take participants through the proposal development process, focused on grant proposal writing at the third session.
- Frantz and Amy Love continue to work on the implementation of REACH NC
- Two awards were made through the Grant Proposal Development Initiative program.
- Frantz is serving as a mentor in the National Organization of Research Development Professionals Mentoring Program.
- Huntley, Frantz and Love were awarded funding through the Elsevier Foundation’s New Scholars Program to support the “Appalachian Women Scientists” initiative.
- Internal funding opportunity competitions currently open:
  o REI/URC Grants Program
  o Board of Trustees International Research Grants Program
  o Microgrants Program

Other Activities:

- Limited submission competitions conducted:
  o ORAU Ralph E. Powe Junior Faculty Enhancement Awards (closed)
  o NSF Major Research Instrumentation (closed)
  o NEA Grants for Arts Projects FY2014 (open)

- Faculty consultations/meetings:
  o Frantz: 11
  o Love: 13

- Events and webinars:
  o “First Fridays: The Cultural Presentation of Depression in Appalachia” with Drs. Lisa Curtin and Sue Keefe (Nov. 2 / 33 participants)
  o “Competing for funding from the NSF” webinar (Nov. 5 / 3 participants)
Upcoming events:

- “First Fridays: 21st Century Teaching Effectiveness” (Feb. 1, Mar. 1, April 5)
- “University Research Council Grants Program” workshop (TBA)
- “Grantwriters Education Series” (Jan. 25, Feb. 22, Mar. 22, April 19).

For a complete listing of events, see http://orsp.appstate.edu/events/orsp
Items of Note

- Year-to-date submission and award information through the end of December is available on the Web at http://www.orsp.appstate.edu/awards. A summary follows:
  - 125 proposals have been submitted requesting $21,306,969.
    - Proposal submissions are up 21 applications or 16%.
    - Although the number of proposal submissions are up, the amount of dollars requested remain 44% below the cumulative values for FY2012 at this time (~$16,842,080).
  - 90 awards have been received totaling $6,078,958, which reflects a 27% decrease in the number awards, and a 17.1% increase in dollars compared to the same period for FY12.
  - Appalachian State University served as one of 6 institutions in the nation in Phase I of the pilot
  - 2 Principal Investigators have successfully submitted reports that are now pending review; a 3rd is anticipated shortly
  - A spring training session for RPPR reporting in Research.gov will be announced soon
- Spring workshops and training programs hosted by Sponsored Programs may be found at http://orsp.appstate.edu/events/orsp or by clicking on the event (calendar) icon at the bottom of any ORSP Web page.
  - Managing Externally Sponsored Project Awards, Tuesday 2/12 at 2:30 pm, 224 IG Greer
  - Building a Budget for Grant Applications, Wednesday 2/13 at 10 am, 387 JET Building
  - Understanding Contracts and Agreements, Tuesday 2/19 at 2 pm, 224 IG Greer
- Sponsored Programs staff is collaborating with General Counsel to assure compliance with the new Conflict of Interest Policy as it relates to extramurally funded projects and providing input into development of an automated process to facilitate the submission and tracking of assurances and training.
- The director of Sponsored Programs is serving on a team charged with the completion of a trial economic impact report for General Administration due in April.
- January ARRA reports were successfully submitted. The next reporting cycle will be April 1, 2013.
- Charna Howson, Sponsored Programs, and Amy Roberts, Special Funds Accounting, will meet with Department Chairs in February.
Announcements

- The University approved a new policy, *Human Subject Research Recruitment*, http://policy.appstate.edu/Human_Subject_Research_Recruitment, which establishes procedures for external researchers (and Appalachian researchers) seeking Appalachian assistance with recruitment. Research Protections will confirm that external researchers have the appropriate IRB approval before University personnel decide to assist with recruitment.
- The IRB welcomes new members: Dr. Jill Thomley, Mathematical Sciences; Dr. Beth Davison, Sociology; and Ms. Margie Mansure, NC Cooperative Extension.
- The Institutional Biosafety Council (IBC) welcomes new members: Ms. Wendy Patoprsty, NC Cooperative Extension; and Dr. Jennifer Cecil, Chemistry.

Coming Events

- January 28 and 31, Robin Tyndall presents IRB information to Dr. Keefe’s class and Dr. Yang’s class
- January 23, IRB meeting