

**University of North Dakota
Research Council Meeting**

Date: Friday, April 20, 2007

Time: 3:05 - 5:00 p.m.

Swanson Hall, Room 10-12

Minutes

Members in Attendance: Harmon Abrahamson, Joey Benoit, Mark Hoffmann, Gary E. Johnson, Glenda Lindseth, Peter Meberg, Barry Milavetz, Leon Osborne, Jim Petell, David Schmidt, Kathryn Rand, Richard Schultz, Mary Ann Sens, Wilbur Stolt, Klaus Thiessen, and John Watson.

Members Absent: Julie Anderson, Bishu Bandyopadhyay, Alice Brekke, Holly Brown-Borg, Sharon Carson, Gerald Combs, Rick Duquette, Mike Ebadi, Tom Erickson, Bob Gallager, Ahmad Ghassemi, Gerald Groenewold, Tom Hill, Kristin Hillman, Linda Hurst-Torgerson, Jon Jackson, William T. Johnson, Art Jones, Steven Light, Charles Moretti, Eric Murphy, George Seielstad, Mary Wakefield, Greg Weisenstein, Kara Wettersten, and H. David Wilson.

Dr. Johnson called the meeting to order at 3:08 p.m. There were no additions to the agenda.

- I. Approval of the minutes: Dr. Mark Hoffmann noted a typographical correction to the March 23, 2007 minutes under the EPSCoR report. Dr. Barry Milavetz moved to accept the minutes as corrected. Kathleen Rand seconded the motion. The corrected minutes were unanimously approved by the Council.
- II. Announcements:
 - A. VPR Search Committee: Dr. Johnson reported in Dr. Wilson's absence. Dr. Johnson indicated that the VPR position announcement and description are listed on the Affirmative Action web site under faculty job openings. As of this date two external applications have been received. He stated that the position will continue to be advertised until it is filled with a target date of July 1, 2007. President Kupchella will clarify the terms of the position at the next search committee meeting.
 - B. F&A Consultants: Dr. Johnson indicated that the consultant short list had been narrowed to two companies namely BearingPoint and Huron. Four essential tasks have been identified for the consultants. They are 1. develop and put in place a comprehensive plan to guide UND toward increasing its F&A rate, 2. reduce UND's risk of non-compliance by reviewing policies and procedures to determine its strengths and weaknesses, 3. prepare the F&A proposal, and 4. complete an operational assessment.
 - C. NSF CAREER Proposal and Grant Seminar: Dr. Schultz indicated that a final call went out for the NSF Career Proposal and Grant Seminar for junior faculty research awards which will be held on Friday, April 27, 2007. Dr. Milavetz added that he encourages all faculty to attend this seminar.

III. Reports:

- A. Sponsored Awards YTD: Dr. Milavetz reported that the dollar amount of proposals submitted is at an all time high of \$214M. He also indicated that the amount awarded of \$2M over last year this time has us on track to meet the \$100M target goal.
- B. Grants & Contracts Expenditures YTD: Mr. Schmidt reported that expenditures are up 6%. He went on to say that with the increase in the number and amounts of awards reported, we should have a record year.
- C. EPSCoR: Dr. Johnson stated that a DOD EPSCoR request for pre-proposals has gone out. He indicated that each state is limited to no more than five submissions. Dr. Johnson also alerted members to be looking for information on the new faculty start-up opportunities for FY09 to be released soon.
- D. IP Report: Dr. Petell reported that the number of IP agreements being reviewed by TTC has more than doubled since FY2005. He indicated a significant growth in numbers has occurred in the UND area. Dr. Petell gave an up-date on House Bill 1018 and Senate Bill 2015 regarding Centers of Excellence funding. Up-dates can be tracked at <http://www.legis.nd.gov/assembly/60-2007/leginfo/bills-res-jour/index.html>. Dr. Petell also reported that in two or three weeks they should break ground for the REAC building.
- E. CRC: Dr. Schultz reported that up-grades have been made to ASPEN. He indicated that Aaron Bergstrom is involved in trying to get more users. This is being done by meeting with people on campus and finding out what their computer needs are.
- F. Northern Tier Up-date: Dr. Schultz reported for Dorette Kerian and stated that there is no new information on the Northern Tier Project. Information should be available this fall and the council will be up-dated at that time.
- G. GPB Up-date: Dr. Hoffmann reported that there hasn't been anything new to report since the last meeting.

IV. Old Business:

- A. Proposed Policy for tracking Co-PI and Multi-Investigator Grant Proposals: Electronic copies of the Collaborative Research Effort and F & A Distribution were distributed to the council members for review before the meeting. Dr. Milavetz stated that the Associate Deans for Research Committee asks the URC to develop a policy that captures the details of shared Principal Investigator proposals. Discussion followed. Members commented that allocation distribution should be up-front in the MOU when it goes out with the grant proposal. Concern was stated as to how effort is considered. Members recommended a one-year trial period for this implementation procedure. Dr. Abrahamson moved to change the word "should" to "must" in the second paragraph so the sentence would read "Each department **must** incorporate these data into merit, tenure, and promotion guidelines". Dr. Watson seconded the motion. In discussion Dr. Petell raised the question of how intellectual property should be handled. It was agreed that a separate MOU should be developed for Intellectual Property when IP is involved. The motion was approved by the Council. Dr. Milavetz will present the policy at the next Council of the Deans meeting after which it will be presented to the President's Cabinet for endorsement.

B. “Acceptance of an External Award” Form: Council members received an electronic copy of the proposed Acceptance of an External Award form to review prior to the meeting. Dr. Milavetz explained that this form was developed to ensure faculty are aware that once they receive an award and start spending money, the University carries the responsibility and risk for financial, ethical conduct, and compliance issues, as well as the intellectual property agreement terms associated with the grant award terms. Discussion followed. It was suggested that the form be used as an educational tool with sessions held throughout the year to alert faculty of up-dated policy and procedure changes and compliance issues. Also suggested was that the form could be used as a routing sheet at the time the proposal is submitted. Dr. Watson inquired if software exists to allow this to be a fill-in form which could be completed and forwarded on-line for approval. Concern was expressed that this additional paperwork does not become a further disincentive to do research. It was a consensus by the URC members that more discussion needs to take place. David Schmidt made a motion to table any action regarding this form until next fall. Leon Osborne seconded the motion. The motion was approved by the Council.

V. New Business: It was a consensus of the Council members to continue electronic copy of the URC meeting information to the members and dispense with hard copy.

VI. Adjournment: The meeting was adjourned by Dr. Johnson.

Minutes submitted by Rosemary R. Thue