Meeting called to order at 3:05pm.

June H. Houston, Robin Morris’ new associate was introduced, as well as the guest speakers: Tom Lewis, VP for External Affairs and DeAnna Hines, Asst. VP for University Relations.

**Presentation**

Tom Lewis, VP for External Affairs reported that he handled all external relations which revolved around City, State and Federal governing agencies. He introduced DeAnna Hines and John Allen, who reported to him. He stated that his area developed federal priority lists and maintained close contact with the Governor and legislators; his office works with the City on items that impacted the campus, i.e. Decatur Street closing, permits, etc. The Office for Alumni Affairs reports to him and so does University Relations who handles all Public Relations, Media and Publications for GSU. He briefed the committee on contacting the media group in University Relations relative to covering PR and raising the awareness of university research with legislators.

DeAnna Hines reported that she was responsible for external media affairs and internal communication. She has a full time staff of 23 which is composed of writers and beat reporters, many who work in the colleges. The staff works closely with the colleges and administrative units to garner coverage and media proactivity. This proactivity encompasses news releases and tip sheets – all of which are sent out electronically. John Allen and DeAnna meet with the colleges media staff every month. They have a new system that picks up media hits about GSU from around the country. Faculty can ask to be placed on the email listing of these news reports about GSU.

Both Tom and DeAnna where asked why there were not many write-ups showing GSU as a top research institution. Tom Lewis responded that Dr. Patton, in every meeting and/or speech, sows seeds projecting GSU as a major research institution. However, due to the heavy workload on University Relations staff members, it is difficult to meet with all researchers within the colleges and to know what they are all doing all the time. Therefore, its critical for faculty to let their college media representatives know.

DeAnna stated the bottom line is that GSU must advertise and generate more media attention nationally. There are challenges she faces, such as the many emails sent to the colleges and faculty asking for media comments which are ignored, not to mention that professors that do not want their research advertised until they are published.

DeAnna and John Allen distributed and example of the media “hits” list to the committee as well as business cards to contact them. DeAnna requested that their office be contacted if they know of someone that will be speaking in Washington DC before a Senate Committee, etc. as they had affiliates they could contact to get a story.
The October 16 minutes were approved as to form.

Reports were requested from Standing Committees. No reports given for:
- Research Center Review
- Research Integrity
- Research Infrastructure
- Strategic Planning

Stephen Dobranski briefed the committee of two changes affecting Internal Research Grants. He reported that the committee has met once since the last Senate Research meeting and revised the language relating to internal grants. He said the present language was too specific regarding the cost of course releases within individual colleges (which have different models) and there was also concerns about the limitation of the number of courses allowed to be bought out on these grants in any given year. The Scholarship grants are to be revised as well changing the language regarding allowable expenses and deleting the $5000 course buy-out cost limitation.

Amy Lederberg (Research Development) reported on the Limited Submission Grant policy. She stated PIs will have the responsibility of identifying the various competitions from program announcements that have limited submission restrictions in them. A subcommittee will meet to discuss limited grant submissions procedures. No date given for meeting. She also noted that there have been 87 applications received for the Internal Grants Program and 17 applicants for the Pilot Program.

Albertha Barrett reported that NIH has a new policy which allows for multiple PIs if an institution wants to allow for this. The first round of applications that allow this are due February 5. However, GSU has no current policy on multiple PIs although there have been some individual models developed over the years that could be used. There would be some challenges such as:
- Who would handle the over all administration of the project?
- How would compliance review processes be handled?
- How would this be locally administered?
- Should each PI’s sub-grant be tracked/how?
- Should each PI have their own “pot of money”?
- Who would be responsible for budgets, cost sharing, final reports, etc.?

It was suggested that a special sub-committee be established to discuss and make recommendations about all of the aforementioned. Don Reitzes will contact people for serving on this subcommittee.

A national discussion about IRBs was reported. It was determined that GSU should find out what other universities are doing. It was suggested that a subcommittee be developed to determine whether to participate in this national IRB discussion.

Robin Morris, VP for Research encouraged faculty to begin learning and using Grants.Gov as soon as possible for coming deadlines. All NIH and many other federal agencies now require Grants.Gov for submission of all grants online. This will help the OSP staff tremendously as there is a limited amount of time to offer assistance when critical NIH deadlines occur and we are short of staffing.

The committee unanimously agreed to name an internal grants program after Dr. Cleon Arrington. The official title will be “Cleon Arrington Research Initiation Grant. Amy Lederberg will handle this title change.

Robin Morris was asked to leave the meeting for the last agenda item as Don Reitzes advised that it was time
for Robin’s triennial review. The committee was asked to garner comments from faculty and PIs regarding Robin’s performance. A letter will go out via email from President Patton February 1 regarding this triennial review.

Meeting adjourned at 4:48pm.