Senate Research Committee Meeting Minutes
Monday, May 17, 2010
315 Alumni Hall – 3PM

Attendees: Paul Alberto, Pam Barr, Albertha Barrett, Sarah Cook, Robert Curry, John Decker, Dabney Dixon, Paul Gallimore, Steve Harmon, Chris Henrich, Beth Jones, Amy Lederberg, Robin Morris, Jennifer Patico, Mary Ann Romski (Acting Chair), Andrey Shilnikov, Mary Stuckey, P. C. Tai, Winnie Tsang-Kosma (Staff Rep), Art Vandenberg, Carol Winkler, Leslie Wolf, Bill Nelson and June Houston (Minutes)

Absentees: Drs. Bartness, Benardot, Burtle, Edwards, Enescu, Kahnweiler, Manson, Metzler, Reitzes, Sevcik, Sriram and Swahn

1. April minutes Approved.
2. Paul Alberto opened the floor to vote for a 2nd Senate Committee member to the GSURF Board. Mary Ann had been nominated at the last Senate Research meeting due to Dabney Dixon declining the nomination to serve. Dr. Mary Ann Romski was unanimously elected by members present. Susan Laury is the at Large member, and P. C. Tai, a Senate member.
3. Mary Ann Romski asked Amy Lederberg to give her presentation regarding URSA Net and the individual fellowship routing form to be utilized in submitting proposals.
   • Amy reported to the committee that one would need the permission of the college ahead of time whether or not the university would subsidize their salary and check this on the individual fellowship routing form. The form is very simple to use and should be kept in the college offices which will be a good tracking record for all proposals submitted. The college offices should report on a yearly basis to the Research Office. She stated this was a procedure and not a policy. This form would give approval documentation for the PI, Chair and Dean. Although the form has been approved by Associate Deans, there was a lot of discussion regarding leave requests, subsidized salary requests and the signature authority. Amy will draft procedures and present them at the next Senate Research meeting.
   • Amy next presented the Proposal Express Page to route proposals electronically using URSAnet. This electronic process will be driven by keywords which will be used for 3 purposes: 1) reporting (e.g. how many cancer research awards), 2) finding collaborators, and 3) matching faculty with funding opportunities. She then briefed the committee regarding the approval process of the Proposal Express which caused a lot of questions to be asked by the committee members. Members stated that the downside of this process would be timing since all Chairs and Deans must sign off on the process. They
also didn’t like the terms “Key Personnel/Investigator”. They want more definition and suggested “Signature/Non-signature Personnel”. However, the committee approved “Faculty/Named Personnel”. Members also expressed concern that the form stated there was 100% credit for the PI but 0% for everyone else involved. It was suggested that a percentage of the salary be used for everyone on the proposal.

- Robin stated research etiquette was definitely needed in these situations; that whomever is listed on a proposal should be an approver (we don’t want proposals being submitted where a faculty member doesn’t know they are included and have responsibilities); that if there is interdisciplinary work and a distribution of credit is needed, then everyone involved should agree to share, and on the distribution.

- There also was concern regarding the many attachments that would have to be downloaded with the Proposal Express Page; that this form would have access thru an URSA Portal; that to enter a proposal the submission would require 2 sign-ins, that this was in Spectrum and many PIs did not utilize Spectrum. Amy assured members that the faculty did not need to know Spectrum in order to use the electronic form and yes, 2 sign-ins would be needed with your campus ID.

- Amy stated that before URSAnet is rolled-out to the university it would be piloted in a few departments. This will be a Web Page and a lot of information such as department and pertinent information would be pre-populated. There will also be “Help Menus”.

- Amy stated the time frame for URSAnet finalization is August with a Fall roll-out but it will depend on the programming progress made over the summer.

4. No new business
5. Meeting Adjourned

Next Meeting: August 16, 2010 – 315 AH – 3PM