1. Agenda
   a. Motion to approve: Eudey
      i. Second: Couch
   b. Vote: Unanimous

2. Minutes of 3/12/15:
   a. Motion to approve: Moran
      i. Second: Eudey
   b. Vote: Unanimous

3. Report of the Chair:
   a. Special grant review subcommittee met. Relatively low number of
      Faculty Support Grant applications. Discussion of possible reasons and
      suggestions for encouraging more applications, reaching out to chairs to
      encourage new hires especially, more announcements (although it was
      announced with reminders in AA newsletter).

4. Report of Presidential Appointee:
   a. Staffing update at ORSP. Still trying to fill staff. Two resignations in
      budgeting/accounting and compliance related fields. Search has already
      begun for replacement for one, will begin shortly for second. More time
      to be reserved for IRB responsibilities.
   b. IRB software search continuing, will reduce field to three potential
      vendors and invite faculty input

5. Business
   a. Gift card policy for research participants.
      i. Faculty inquiries regarding giftcards for research participants
         (focus group participants, etc.)—have been told they can’t do that.
         Federal law prohibits it. (“Federal Allowable and Unallowable
         Costs under the Uniform Guidance”). Also prohibited with A2E2
         funds.
      ii. Discussion of creating document for researchers illustrating what
         are/are not allowable costs.
   b. Supporting chairs in planning assigned time for research when faculty
      receive grants.
i. Possibility of workshop for chairs on research issues (RTP, assigned time, etc.). Asking Linda Dobb if discussions of supporting research are explicit part of new chair orientation; invitation to next meeting.

c. Brainstorm about ways to expedite hiring and paying RAs
   i. Presently difficult to hire students. Time consuming components of paperwork/hiring process potentially costly with grant funding contingent on hiring.
      1. Hiring as an hourly worker is the current model.
      2. Stipends not feasible in current research climate (IRS regulations not friendly to the concept)
      3. Difficulty in determining which pay level is appropriate for work, or ensuring the maximum pay an RA is qualified for
      4. Having one person in payroll, HR, ORSP who is the expert on student workers would be helpful.
      5. ORSP continuing to work on hiring, pay management, post-award administration. Staffing still a priority to make this easier.
      6. Discussion of ways to reach out to payroll and HR on ways to distinguish student hiring and pay.

d. Check in re: Week of Scholarship and Strategic Planning for research, April 21-23.
   i. 57 faculty submitted 76 posters.
      1. Day 1
         a. Provost will give awards.
         b. Library dean will give awards
         c. Provost presentation on research on campus and intro to strategic plan
         d. Sarah Taylor intro to graffiti wall
         e. Faculty poster sessions
      2. Day 2
         a. Jeff Seitz welcome and student presentations.
         b. Remarks by provost.
         c. Stan Hebert on role of research in student life
         d. Student poster session
         e. Different graffiti wall questions for students
      3. Day 3
         a. President remarks
         b. Buddy James on graffiti wall
         c. Presentations
   ii. Academic Affairs newsletter to solicit electronic input from faculty for graffiti walls for those who cannot be present.
   iii. Research retreat - tentative location and date - at Stonebrae CC Wed., June 17. Retreat has support from provost. Discuss the feedback from graffiti walls, talk about strategic plan. Discussion of who to invite (50 or so people). Outside facilitator.
1. Preliminary discussion of potential agenda items, goals of retreat. Will discuss draft agenda next meeting

6. Adjourned at 3:50