Committee on Research DRAFT Minutes
8 October 2015
SA 4600

Members present: Stephanie Couch, Kate Bell, Sarah Taylor, Shubha Kashinath, Jenny O, Jean Moran, Brian Du, Jeff Seitz, Helen Zong, Jeffra Bussman
Guests present: Sean Williams, Mark Robinson, Anne Wing, Rachael Leone, Jessica Weiss, Rachelle DiStefano

Meeting convened at 2:03 pm

1. Approval of agenda
   Motion Seitz, Second Kashinath, approved unanimously

2. Report of the Chair
   CR will continue to use the committee’s Google site for documents.

3. Report of the Presidential appointee
   Back to the Bay was very successful.
   Discussion of personnel changes in ORSP.
   ORSP would like to find a way to automate the grant proposal process – CSUEB will be early pilot site using InfoReady for administration of Faculty Support Grants. A webinar about InfoReady coming up. The advantage is that it would provide access to data for the FSG’s that have been awarded.

4. Information Item - CSUEB Sponsored Programs Institutional Base Salary Policy
   There are new federal policies for guidance on grant expenditures and compliance. The IBS policy is under development and Stephanie Couch is seeking input. There is a need for consistency on how faculty are paid (amount) for grants based on base salary and contract period. CSU restricts overload to 125% of base salary.
Questions from CR:
Do policies about research go through CR? There is uncertainty about whether these policies are information items or action items. The CR Chair will try to get some clarification
Do these new policies only apply to federal grants?

5. Business:
a. Cost Sharing/Matching
   Cost sharing must be tracked if it is included in a proposal. Many times it’s an attempt to leverage funds from different sources to make grant more competitive. From institutional point of view, cost sharing is strongly discouraged because it adds to the administrative burden.

   There were questions about whether strongly discouraging cost share would make proposals from CSUEB less competitive than those from research universities.

   CR will revisit this policy in a future meeting.

   Since there are a number of ORSP policies to review it was decided by consensus that ORSP policies be staggered over the year instead of at once. There was also a suggestion that PI’s should be invited to meetings where ORSP/research policies are discussed.

   ORSP will provide a crosswalk between Fed regulations, old policies and the new proposed policy.

b. Equipment Policy for Contracts and Grants
   There were concerns that the language of the proposed policy put the responsibility for tagging equipment on PI’s. The policy will be amended and resubmitted to CR for consideration

c. Faculty Support Grants Special Review Subcommittee
   There were fewer proposals than available funding for FSG for Engaging Students in Coursework Related Research. There are more proposals than can be funded for the FSG for Collaborative Research.
The CSR Advisory Board is reviewing proposals for the FSG for Mentoring Student Research. There are more proposals than available funding. Stephanie Couch will discuss with the Provost about the possibility that FSG funds be shifted around so that all eligible proposals are funded.

d. CSUEB policy about gift card incentives for research participants. Some grant funding sources permit the purchase of gift cards. Is there a university-wide policy regarding the purchase of gift cards with grant funds? CR needs to find out if there is a university-wide policy and what it should be. The suggestion was made that CR should invite others (Linda Dobb and/or Audrey Katzman) to provide background information about the issue and additional concerns. The suggestion was made that gift cards could be a problem with fraud. There was also discussion about whether gift cards might coerce some participants in research. Others questioned whether that is an IRB issue?

e. Planning for the Week of Scholarship
Members of the Week of Scholarship gave a report. They indicated that we need to retain the “week” of scholarship since we have developed a tradition over the last few years. Although there was a suggestion that the faculty and student poster sessions may be done at different times of the year, the argument was made that pairing faculty and student research during week of scholarship makes sense. The preliminary schedule for the Week of Scholarship is
1st day: research “speed date”
2nd day: faculty poster session
3rd day: student poster session and oral sessions
In addition, there may be additional short events throughout week such as workshops about funding opportunities and tips for publishing.

CR wants to figure out how to get more faculty participation – maybe change time so that not at 4-6 for faculty? Also, concerns about faculty involvement because of Q2S conversion.

There was also a discussion about how to include the arts better. Perhaps have gallery of studio arts?
6. Adjournment 3:23 pm.

Respectfully submitted,
Jeff Seitz