MINUTES
March 10, 2011

Members Present: Jed DeVaro, Zach Hallab, Derek Jackson Kimball, Nidhi Mahendra, Maria Nieto, Diana Wakimoto (chair), Rhea Williamson, Andrew Wong, and Lan Wu

Members Absent: Carl Stempel

Venue: LI2250

The meeting was called to order at 2:07 p.m.

1. Approval of agenda
   Motion by Kimball, Mahendra seconded, unanimous approval

2. Approval of Minutes of January 13, 2011
   Motion by Hallab, Kimball seconded, unanimous approval

3. Items of Business
   a. Update on the 2011 RSCA fund
      - Deadline for RSCA fund application: March 23rd, 2011.
      - The Research Committee will meet on April 14th, 2011 to evaluate the 2011 RSCA proposals.
   b. Update on the student research competition
      - Seven research teams were chosen to present CSUEB for the competition, based on a discussion by the Student Research Committee, on March 9th, 2011.
   c. Review of Research Policies on:
      - Intellectual Property (IP)
         1) Williamson will search ListServe for received IP policies from other CSUs and share with the committee later
2) The committee recommends that the CSU chancellor’s legal office create a template on IP policy so that the 23 campuses can use for their own adaptation.

3) Motioned by Kimball, De Varro seconded, unanimous approval

- Allegations of Misconduct in Scientific Research
  1) New rule: For grant applications, NSF and NIH now require researchers to complete a “responsible conduct report”. A tutorial is available online.
  2) Change all the “CSUH”s in the document to “CSUEB”.
  3) Policy needs to be updated to reflect the recent reorganization on campus of pre-award and post-award administration.

- Conflict of Interest
  1) Change the “Definitions” to “Overview”.
  2) Add the following sentence in the new “Overview” section, “Conflict of interest should to be resolved in the division of academic affairs.”

- Administration of Grants and Contracts in Support of Sponsored Programs
  1) The committee suggests send the document to the chair of academic senate for review

4. Adjournment
   Motion by Mahendra, Wakimoto seconded, unanimous approval.

   Meeting adjourned at 3: 22 p.m.

Minutes respectfully submitted,
Lan Wu, Secretary