

COMMITTEE ON Research
MEETING MINUTES

MEETING DATE: September 28, 2016
LOCATION: Hawaii Hall
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Johnathon Deenik	E	James Richardson	P	BUTLER, Marguerite SEC liaison	P	Michael Bruno	1-2:05PM
COFFMAN, Makena	P	Tao Yan	P			Velma Kameoka	1-2:05PM
Patrick Cross	E	Iwakelii Tong, GSO & Oceanography	P			Amy McKee, GSO	1-2:15PM
Jeff Kuhn	E						
Peter Mouginiis-Mark	P						

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER 1:00 p.m.	James called meeting to order	
	<p>Update from Michael Bruno on major campus initiatives in Research:</p> <p>Research Advisory Council (RAC) committees: Administrative Burden, Research Development across campus, Communicating the Value of Research, Enhancing and Expanding Undergraduate Research Experience, Shared Facilities</p> <p>PPT summary is available on VCAA website.</p>	

	<p>*Emphasis on undergraduate research. UROP. How to improve support and showcase undergraduate research. Plan to create a one-stop-shop for undergraduate research opportunities.</p> <p>*Addressing issues around R & I appointments (also S). Need to have more clear expectations for R faculty across the board. Will also require a minimum level of teaching. One concern is around 9 or 11 month appointments. Can have I-11. For R & S, clear offer letters are critical. (Also issue that people have fractional appointments; ex: CTAHR). Conversation around a voluntary process for those who would like to switch designations.</p> <p>*Related, need to look at workload policies (teaching varies from 2/1 to 3/4 in a semester). Equivalencies should be determined by department (and up to the Dean). Board is asking about this - report needed by November. Need guidelines on how the chair determines equivalencies.</p> <p>*Conversation in RAC regarding administrative burden. Discussion around getting more uniform support for pre- and post-award across campus.</p>	
	<p>Questions to Michael Bruno:</p> <p>What about for graduate students? Are there resources for graduate students going to conferences? Discussion of whether additional funds could be sent to GSO for support.</p> <p>RTRF, where does it get spent? Report on who generates it is available and on the web. Where Dean's and department heads spend it is less transparent. Not prescriptive on what should happen with it. Different units prioritize in different ways. Idea of</p>	

	<p>providing 5% to the PI, but that could undermine some of the ways units have prioritized, for example, grant assistance.</p> <p>Is it possible to have annual reporting on RTRF expenditures? Idea it should come from the Deans - responsibility to report back to PIs. Good rational because much of it is federal money it is supposed to be spent back into research. Statement Michael would follow up with improved transparency, at the department level. Velma discussed CSS as a model of transparency, information on RTRF expenditures is shared within college Research Council and with Chairs.</p> <p>Questions around RCUH procedures for hiring? Cumbersome procedures to employ temporary help for research. PCards too restrictive? PCards are being used to purchase reasonable research items and somebody decides it's for personal use. It shouldn't be the administrative burden of the faculty.</p>	
	Request to review draft on white paper from Center for Undergraduate Research	Velma and James will be in touch regarding COR white paper review

	Meeting adjourned 2:15 p.m.	

Respectfully submitted by Makena Coffman.

Approved on **October 5, 2016** with **unanimous** votes.