

WESTERN MICHIGAN UNIVERSITY  
FACULTY SENATE

RESEARCH POLICIES COUNCIL  
Minutes of 15 September 2011

**Members present:** Osama Abudayyeh, Steve Bertman, Martha Councill-Vargas, Gene Freudenburg, Muralidhar Ghantasala, James Kiddle, Carrie Leatherman, Daniel Litynski, Lisa Minnick, Vladimir Risukhin, Mary Ann Stark, Sandy Steinbach (for Jan Van Der Kley), Stephen Tasko. **Also present:** Allison Green, Research and Sponsored Programs, and Paula Kohler, associate vice president for research.

Vice Chair Stephen Tasko called the meeting to order at 2:33 p.m.

**Welcome and Introductions**

Vice Chair Tasko welcomed new members to RPC: James Kiddle, Martha Councill-Vargas, Steve Newell, Manuel Bautista and Sandy Steinbach, new associate vice president for business and finance. The Graduate Student Advisory Committee selected Allison Buller as its representative to RPC.

**Approval of Agenda for 15 September 2011**

A motion was made by Minnick and seconded by Bertman to approve the agenda of 15 September 2011. Motion passed.

**Approval of Minutes of 9 June 2011**

A motion was made by Litynski and seconded by Councill-Vargas to approve the minutes of 9 June 2011. Motion passed.

**Discussion Item**

Osama Abudayyeh, Faculty Senate Executive Board representative, presented nine charges for 2011-12. The first seven are continuing charges; the last two are new. The chair, vice chair and Kohler (and others as needed) will meet to identify strategies for accomplishing the charges. They will report at the next meeting. 2011-12 charges are:

1. Establish a committee that includes faculty and student members of RPC as well as representatives from the Office of the Vice President for Research to review the RPC role statement and evaluate the processes used to support and enhance creative activities and scholarship. Based upon this evaluation develop goals and policies for enhancing faculty and student activities in scholarship, creative activities and research.
2. Address any continuing or outstanding issues or initiatives as deemed necessary by the council. To the extent possible conclude any outstanding initiative by producing a memorandum of action, report or resolution.

3. Conduct yearly review of the state of the research ethics policies and procedures in collaboration with the Vice President for Research. Initiate changes or additions where appropriate. (Taken from WMU Self-Study Report.)
4. Monitor the viability of the solution to issues related to the Conflict of Interest Policy and construct a formal written memo regarding a solution based on real case data.
5. Monitor the number of proposals submitted in 2011-12 for the Faculty Research and Creative Activities Award to see if the OVPR workshop strategies are paying off in increase numbers of quality proposals.
6. Continue with the celebration of Research and Creative Activities Day.
7. Continue review of Support for Faculty Scholar Award proposals.
8. Develop a policy and/or guidelines to help PIs as they develop data management plans in response to request for proposals. This is in response to the requirement that research data management plans must now be in proposals submitted to the National Science Foundation (and possibly other agencies). Review previous discussions about a policy for research data repository/security/retention for audit purposes in RPC to see if it resulted in any University policy or guidelines.
9. Begin discussion of medical school issues pertaining to research.

**Reports**

*Council Vice Chair – Steve Tasko*

Tasko announced that Provost Tim Greene will come to the next meeting to address the council.

*Vice President for Research – Dan Litynski*

- Litynski announced that the institutional effectiveness outcomes report is available on the website and highlighted there were 25 focus areas and 80 action items.
- In the last year, there has been a turn-over in staff in OVPR and a new research contract administrator was hired recently.
- OVPR is doing data analysis of research and scholarship issues as there likely are some awards that are not being captured as currently reported. OVPR produced a report that was sent to more than 60,000 key leaders and alumni in August.
- Litynski gave RPC an 11 year summary of submissions, awards, and expenditures as well as the value of external funding expenditures, and Facilities and Administrative (F & A) recoveries.

- In addition OVPR is involved in strategic planning, moving toward thematic research. They are reviewing the research and misconduct policy as well as evaluating the need to review compliance policies. They are looking to expand the commercialization initiative to market patented products.
- Litynski sits on the research committee for the new medical school.
- He provided a poster of all OVPR internal funding options for 2011-12 that were distributed to all departments.
- Litynski and Kohler gave a calendar of export control workshops being presented this fall to inform on regulations, policies and products included in export control.

*Interim Dean of the Graduate College – Gene Freudenberg*

- Freudenberg reported that new software was acquired for processing GA awards.
- The unofficial census indicates 25,086 students are enrolled. This is a 0.16% increase from 2010. The Graduate College, however, has 5,031 (doctoral, specialty certificates and masters) which is a decrease of 48 students. The greatest loss was in doctoral students but this may be due to the large number (131) who graduated last year. In general, enrollment is stable.
- Applications for graduate research and travel awards are due September 16. Students can apply for these funds for travel related to research. Last year more than \$92,000 from this fund were awarded (98 awards) with a 50% award rate.
- Freudenberg will continue in his current role as interim dean through December 2011. An internal search is being conducted for the dean of the Graduate College. Freudenberg stated three priorities for this year: 1) strategic growth in graduate enrollment; 2) increased measureable improvements in graduate programs; 3) increase in funded support for graduate students especially research. Freudenberg and OVPR will look at how many GA's are funded by grants and how this might be increased.

**Continued Business**

*2011 Faculty Research and Creative Activities Award (FRACAA) Guidelines*

Changes to the guidelines (not structural, only wording and clarity) were made at the June meeting and written copies distributed to RPC by Kohler. They are available also on the OVPR website. Bertman expressed concern that the weighting of the scores given by reviewers is not available to applicants. Bertman moved and Tasko seconded that this rubric be made available with the packet for applicants and online. Motion passed.

**New Business**

*Budget for Distribution of Funds for Faculty Research and Creative Activities Award (FRACAA), Support for Faculty Scholars Award (SFSA), Faculty Research Travel Fund (FRTF), and Publication of Papers and Exhibition of Creative Works (PPPE)*

The fund total for AY2011-12 was \$475,000 with the addition of unused funds from AY2010-2011 added (largely from FRACAA), for a total of \$513,000. Amounts of individual awards and the allocation to the different awards were discussed. Tasko moved and Minnick seconded that \$180,000 be allotted to FRACAA (max \$10,000 award), \$70,000 to SFSA (max \$2,000 award), \$240,000 to FRTF (max \$900 award), and \$13,000 allotted to PPP&E (max \$600 award) with a mid-year review conducted. Motion passed.

*Call for FRACAA Reviewers*

Bertman requested that RPC members suggest FRACAA reviewers. There is greater need for reviewers from Arts and Sciences to reflect the number of submissions that come from that college. Green will make available a list of PI's and Co-PI's that would be eligible as reviewers. Committee members are asked to respond with suggestions from that list.

The next meeting is Thursday, October 13, at 2:30 p.m. Prior to the meeting, faculty will meet at noon to review SFSA applications. Applications will be sent to RPC faculty prior to that date.

**Adjournment**

Minnick made the motion to adjourn the meeting and Bertman seconded. Motion passed. The meeting was adjourned at 4:29 p.m.

Respectfully submitted,  
Mary Ann Stark