

Committee on Research (COR)
Minutes of Meeting
November 5, 2014

Pursuant to call, the Committee on Research met at 3:00 pm on November 5, 2014 in Room 360 of the Kolligian Library, Chair David C. Noelle presiding.

- I. Guests – Susan Carter, Director of Research Development Services; Thea Vicari, Director of Sponsored Projects Services, Autumn Salazar, Director of Research Accounting Services, and Susan Borda, Project Manager in the Office of Research presented COR members with an update on the new grants management system.

Director Salazar announced that the campus has acquired new software that will make the grant submission process more efficient for faculty. Director Vicari briefly provided a historical overview of the grants submission process on campus: all grant proposals used to be submitted through the Sponsored Projects office before the Research Administration unit evolved. Research Administration requested that the VCR launch an external review of the unit to improve its own operations. The Research Administration unit worked with various constituents across campus, including the school deans, on implementing the review team's recommendations. The major recommendation was to form an 'ecosystem' of extramural research funding services, integrating proposal development, proposal submission, and award management.

Research Development Services (RDS) now has a 6 member staff that assists faculty with preparing proposals. RDS staff work with faculty in the schools and ORUs, conduct strategic initiatives and training sessions, and identify extramural and internal funding opportunities. RDS is the first point of contact for faculty who are seeking assistance with proposal development. RDS also helps keep faculty compliant by assisting with PASS forms, drafting non-technical components of proposals (e.g., budgets), and ensuring that the review criteria in Requests for Applications (RFAs) are met.

The Sponsored Projects Office (SPO) then reviews submitted proposals from RDS and helps negotiate terms and conditions of awards with the sponsor if necessary. SPO works on behalf of the Regents.

Once an award is obtained, the Research Accounting office takes over by establishing an FAU, handling invoices, submitting financial reports on behalf of the university, and ensuring that faculty complete their effort reporting. Research Accounting also has research administrators in each school; their role is to provide post-award assistance for faculty including tracking faculty's spending, advising faculty on whether to request an extension, and tracking the staff that faculty are employing under their grants in order to use that same information for future proposals. The ultimate goal is to establish uniform functions for all school research administrators.

Susan Borda then provided an overview of a recently deployed electronic grants management system which has two parts. The first component, 424, allows SPO to electronically submit proposals, providing an interface to services like grants.gov. Faculty can also access 424. The second component, SP, is intended for internal record keeping: it is used for generating internal data for reports required by UCOP and for relevant analytics. SP allows SPO to see where RDS is in the submission process and allows for additions to be made to proposals. Eventually, the paper PASS forms the campus currently uses will be disestablished in favor of the new electronic system. 424 and SP communicate with each other but provide different services.

The plan is to pilot the new two-part system with one school by January 2015, and, if it is successful, the system will be fully deployed in Spring 2015. VCR Traina stated that 424 is similar to NSF Fast Lane. Faculty may upload multiple bio-sketch documents to the system, and these are stored so that faculty can later simply choose which they want to use for a given proposal. Five other UC campuses are using 424 and two other campuses are ready to make the transition. 424 supports almost all federal grants forms including a few that are not accepted by grants.gov. There are exceptions, such as the California Energy Commission grants which will still require the use of Fast Lane.

VCR Traina mentioned that ORUs, in addition to faculty in the schools, will use the new system and there will be online and in-person training sessions offered through RDS. He reiterated that the implementation of the new system will occur in phases, with the pilot school using the system in January 2015. VCR Traina also requested COR's input concerning how to best communicate to the faculty important aspects of this deployment. In addition, Borda offered to attend a future COR meeting to demonstrate the new system for the committee, allowing COR to provide feedback concerning the system.

Director Carter pointed out that faculty have the option to not use RDS at all. Faculty can ask SPO to submit a proposal for them with no review, even with very little advance notice, provided that faculty understand that any errors contained in the proposals are their responsibility.

COR members shared their past challenges with RDS and SPO including lack of communication and broken links on websites. The RDS and SPO directors encouraged faculty to contact them directly with any problems and they will be rectified as quickly as possible.

ACTION: Director Carter will send COR analyst her draft communication to faculty on the timeline of the rollout of the new grants management system. Director Vicari will send COR analyst the review team recommendations from the prior review of the Research Administration unit. COR analyst will invite Susan Borda to a future meeting to demonstrate the new system.

II. Chair's Report

Chair Noelle updated COR members on the November 5 Division Council meeting:

--Vice Provost for Faculty (VPF) Camfield, on behalf of the Provost/EVC, requested faculty volunteers to lead and facilitate meetings of faculty members associated with each area identified by the recent strategic academic focusing initiative, allowing the faculty in each area to further develop and refine the characterization of their area.

--There was further discussion on the parking challenges and Division Council will submit a memo to this effect.

--Library staff delivered a presentation on the open access policy that will take effect in January 2015. Funds are no longer available to pay for faculty's open access fees. There was a discussion about eScholarship, which provides open access scholarly publishing services to the UC. There is also an opt-out choice for faculty who do not want their publications available in open access format. Lastly, the Library will make available a harvesting tool that finds papers published by faculty and suggests placing the papers in the eScholarship database.

--Last year's Senate-Administration Library Working Group recommended that the Senate establish a new standing committee on library and scholarly communication issues. The recommendation was endorsed by other Senate committees. Division Council voted against the recommendation at this

meeting owing to a lack of resources. COR currently handles all library and scholarly communication issues.

--Division Council approved the split of FWDAF into two committees.

--Division Council approved the granting of a stipend to the general education subcommittee chair.

--Several undergraduate programs will be reviewed this year and one graduate program is scheduled for review.

III. Vice Chair's Report – Deborah Wiebe

Vice Chair Wiebe participated in the October 31 UCOLASC meeting

ACTION: Vice Chair Wiebe's updates were tabled until the November 19 meeting.

IV. Consent Calendar

ACTION: October 15 meeting minutes were approved as presented.

V. ORU Preliminary Proposal

COR previously agreed to provide cursory comments on a strategic academic focusing proposal that is being transformed into a possible ORU proposal with the caveat that COR's comments do not represent Senate approval.

ACTION: COR's discussion of the proposal was tabled until the November 19 meeting.

VI. Library Issues

COR heard concerns from faculty members in SSHA pertaining to the Library's lack of adequate funding. The Library cannot acquire many needed hard copy volumes nor can it provide access to many e-books.

COR discussed the need for a standing library and scholarly communications committee as well as the option of creating a library subcommittee from the current COR membership. COR members pointed out that the interviews for the permanent head librarian will begin in December and it is important for to have a dedicated Senate library committee in place.

ACTION: COR will send a memo to Division Council reiterating the importance of establishing a standing Senate committee on library and scholarly communications. The memo will also include the option of forming

a subcommittee from current members of COR, UGC, GC, and CAPRA. The memo will be discussed and finalized at the November 19 meeting.

VII. Systemwide Review Items

--Proposed revisions to APM 133, 210, 220, 760.

ACTION: Senate Chair will be informed that COR has no comments.

--Proposed revisions to APM 80 and 330.

ACTION: Senate Chair will be informed that COR has no comments on the proposed revisions to APM 80. COR will draft a support memo for APM 330 and submit by the November 21 deadline.

--Proposed Amendment to Senate Regulation 682.

ACTION: Senate Chair will be informed that COR has no comments.

There being no further business, the meeting adjourned at 4:30 pm.

Attest: David C. Noelle, COR Chair

Minutes prepared by: Simrin Takhar, Senate Analyst