

**CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
RESEARCH AND GRANTS COMMITTEE**

MINUTES OF MEETING: September 14, 2018 APPROVED BY COMMITTEE: October 12, 2018

Sub. to Exec. Comm. October 15, 2018 Approved by Exec. Comm. _____

Sub. to Acad. Senate _____ Approved by Acad. Senate _____

POLICY ITEMS _____

Members Present: Dena Herman (Chair), Rais Ahmad, Mariam Beruchashvili, Michael Bryson, Michael Carter, Zhen Chai, Karin Crowhurst, Yi Ding, Michelle Rozic, Suzanne Spear,

Members Absent: N/A

Staff: Crist Khachikian, Naty Palos

I) Call to order

Meeting called to order by D. Herman at 10:00 am. D. Herman asked new and returning committee members to introduce themselves.

II) Approval of May 11, 2018 minutes

Minutes unanimously approved

III) Announcements

A. Review calendar for the year – D. Herman passed out a calendar of activities for AY 2018 - 2019. D. Herman mentioned the calendar provides an overview of major activities that will take place during the 2018-2019, and that additional items may be discussed during the year.

IV) Old Business

A. Review Committee Expectations – D. Herman reviewed the minimal expectations of members with the committee. D. Herman mentioned that although attendance is expected for all meetings, that attendance at the ranking meeting is mandatory. The committee discussed the expectations, and all agreed to update the expectations to include “*attendance at the ranking meeting is mandatory*”. D. Herman updated the Research and Grants Committee Resolution for Minimal Expectations of members for 2018-2019 academic year. Committee approved the updated expectation/resolution.

B. Review RSCA Criteria – The committee reviewed the comments for the rubric that were provided by D. Herman. During the discussion, the committee decided that they would review the guidelines, rubric and comments and provide feedback. D. Herman ask that the committee send her their comments a week before the next meeting and she will summarize them and distribute at the next meeting.

C. RSCA Administration at College Level – D. Herman mentioned that a discussion was initiated last year regarding if RSCA should be conducted at the college level. Deans were invited to the meetings to discuss research in their colleges. Each committee member met with their college Dean asking what their thoughts were on allocating RSCA to the colleges. The responses from the colleges were mixed. It was suggested that it would be helpful to educate the staff. S. Spear said she would put together a powerpoint presentation for the next meeting.

V) **New Business**

C. Khachikian mentioned there was a committee last spring that spent about six months working on large grant programs. The program has a table that indicates if you bring in a certain amount of indirect costs, you will receive so many units. C. Khachikian convened a group of about 20 faculty, administrators and representatives from all colleges to review the program. A recommendation was made to change the way the program is being implemented and C. Khachikian will receive the report next week. He would like the committee to review the report and provide feedback by the next meeting. C. Khachikian will send the report to D. Herman to distribute to the committee.

A. **Status of Student Research Center** – to be discussed at next meeting.

B. **RSCA Workshops to Colleges** – The committee discussed presenting workshops to colleges on RSCA. It was suggested that if a list of underrepresented departments can be obtained that they can focus on those departments. It was also suggested to create a video and conduct an online info session for the departments that are interested in learning more about the RSCA award.

VI) **Adjournment**

Meeting adjourned by D. Herman at 11:55 am.