

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

MINUTES OF MEETING: November 8, 2019 APPROVED BY COMMITTEE: December 13, 2019
Sub. to Exec. Comm. December 16, 2019 Approved by Exec. Comm. _____
Sub. to Acad. Senate _____ Approved by Acad. Senate _____
POLICY ITEMS: _____

Members Present: Karin Crowhurst (Chair), Michael Carter, Zhen Chai, Yi Ding, Justin Nicoll, Michelle Rozic, Joanne Scillitoe, Suzanne Spear, Maryam Tabibzadeh

Members Absent: Michael Bryson, David McCarty-Caplan

Staff: Sheree Schragger, Naty Palos

I) Call to order

Meeting called to order by K. Crowhurst at 10:00 a.m. K. Crowhurst mentioned that the October 11, 2019 meeting was postponed to November 8, 2019.

II) Approval of September 13, 2019 Minutes

Minutes unanimously approved

III) Announcements

A. Early departure accommodation for one committee member – K. Crowhurst mentioned that one committee member has requested to leave the R&G committee meetings a little early. The committee had no issues with the member leaving the meetings a little early.

IV) Ongoing Business

A. Discussion of IDC task force report and plans moving forward – K. Crowhurst asked if the committee had any questions regarding the IDC task force report, which all committee members were asked to read prior to this meeting. S. Schragger provided an update and mentioned that in the 2017-2018 academic year a task force group was created that consisted of faculty and chairs from various college departments to understand the IDC process. The report was finalized in the fall of AY2018-2019 and submitted to the Provost's office for review. Unfortunately, because we had an interim Provost at the time it was put on hold until a new Provost was hired.

S. Schragger would like the committee to make specific recommendations on the distribution of IDC money, e.g. percentages and if you would agree to a smoothing curve and index. S. Spear requested that suggested values be provided to the committee for the committee to review and provide feedback during the December 13 meeting.

S. Schragger would like to recommend submitting it as a policy and have it approved by the Provost and Faculty Senate.

K. Crowhurst asked the committee to provide the following information for the December meeting; find out the average real replacement costs for each college when they hire a lecturer to replace a faculty member who received units through the LGP. K. Crowhurst will also reach out to the R&G committee faculty senate liaison regarding submitting some of our decisions regarding IDC policy to the Faculty Senate for consideration.

- B. Discuss RSCA guidelines** – K. Crowhurst asked the committee if they had any questions or additional revisions to the RSCA guidelines. There were no further revisions and all members were in agreement with the guidelines. The call will go out at the beginning of December.

V) *New Business*

- A. Jerome Richfield Memorial Fellow** – S. Schragger provided an update. She mentioned that one of the functions of R&G committee is to review the applications received for the Jerome Richfield fellowship. This is an internal award given to a CSUN faculty member engaged in Research. The fellow is provided three units of release time to prepare a talk that is presented in the spring at the Provost Colloquium. The call will go out early next week and applications will be due by December 9th. S. Schragger asked the committee if they would be able to review the applications and provide an unranked list of finalists by December 13. The committee said yes. It was asked if it would be possible to place a letter of support restriction on the application, e.g. not more than two letters. S. Schragger said yes.

Revise policies affecting PIs – S. Schragger asked whether the committee would be interested in inviting the TUC controller (Dan Martin) and Grace Slavik to a meeting to discuss TUC policies that affect funded PIs. The committee expressed interest in this conversation. A meeting date will be set for the spring.

VI) *Adjournment*

Meeting was adjourned at 12:00 p.m.