

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

MINUTES OF MEETING March 13, 2020 APPROVED BY COMMITTEE April 10, 2020
Sub. To Exec. Comm. April 17, 2020 Approved by Exec. Comm. _____
Sub. To Acad. Senate _____ Approved by Acad. Senate _____
POLICY ITEMS _____

Members Present:

Karin Crowhurst (Chair), Michael Bryson, Michael Carter, Zhen Chai, Yi Ding, David McCarty-Caplan, Justin Nicoll, Michelle Rozic, Joanne Scillitoe, Suzanne Spear, Maryam Tabibzadeh

Members Absent:

None

Staff:

Sheree Schragger, Naty Palos

I) Call to order

- Meeting called to order by K. Crowhurst at 10:00 a.m.

II) Approval of Minutes

- Minutes approved with one abstention

III) Announcements

- **RSCA 2020-21 proposal assignments should be available for each person on InfoReady – please look through them TODAY and make sure you do not have any conflicts!**

K. Crowhurst asked the committee members to look through their assigned proposals and make sure they don't have any conflict of interest. If they felt they had a conflict with a proposal, the committee member was asked to let K. Crowhurst know so the proposal could be re-assigned.

- **RSCA 2020-21 review meeting: Originally scheduled for April 10. Full day meeting. Attendance by all committee members is required.**

K. Crowhurst mentioned that she would like full attendance by the committee members for the RSCA ranking meeting. The members will review and discuss the rankings that each the proposal was given and if any adjustments need to be made, they will be done at this time before the rankings are submitted to the Research and Sponsored Programs Dept.

A member of the committee brought up the ranking meeting deadline and mentioned that due to the campus telecommuting and online instruction that was recently implemented due to the coronavirus pandemic that is hitting the US they feel that the proposal rankings may not be given enough time and consideration to provide adequate feedback. It was asked if the ranking meeting can be postponed to the May 8th meeting.

S. Schragger said that she would have to send a campus communication that the decision of the award will be made in May and the awardee will receive a communication before the end of the semester. Sheree is open to postponing the ranking meeting to May.

K. Crowhurst asked for a vote regarding postponing the ranking review meeting to the May 8th meeting – all committee members were in agreement to change the date.

K. Crowhurst will reach out to Liza Johnston in the Research and Sponsored Programs office and request the review deadline be moved to May 4th. As a result, the April 10th meeting will be a regular 2-hour session, and the May meeting will be all day.

IV) Ongoing Business

- **Final (?) decision on the use of endowment funds**

K. Crowhurst would like to continue the discussion at the next meeting, S. Schragger mentioned that she wanted a decision today for the RSCA portion and the rest of the funds could be discussed at the next meeting. The amount of funding distributed by the CO's office is \$180,000. At the February meeting a discussion with committee that possibly \$50,000 of the endowment can be used towards RSCA to fund a few more awards. S. Schragger also mentioned that an additional \$11,000 was returned to the Research office from a college to be used towards the RSCA award. K. Crowhurst asked the committee to vote on the additional funds to be used towards the RSCA awards. All members agreed.

V) New Business

- **Initiation of discussion about updated Intellectual Property policies**

Sheree mentioned that there is currently a process of revising the Intellectual Property policy and copyrights/patents which was last updated in 2001. S. Schragger and Sherrie Hixon have taken the first attempt at rewriting the policy based on recommendations from the Chancellor's Office in 2017. Initially they were supposed to draft a systemwide policy but learned last year that the work had been put on hold and the campuses would have to individually write the policy. S. Schragger will finish the revisions and will distribute to the committee for their review and would like to have a discussion at the next meeting. After the R&G committee approves it will go to faculty senate for review.

- **Practice RSCA proposals – review scores and discuss**

K. Crowhurst reviewed the rubric and practice proposals with the committee to prepare for the ranking meeting.

Introduction of review day procedures

K. Crowhurst prepared a list of procedures to be used for the RSCA ranking meeting. She reviewed and discussed each item on the document with the committee.

VI) Adjournment

- Meeting adjourned at 12:00 p.m.