

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

MINUTES OF MEETING: November 12, 2021 APPROVED BY COMMITTEE: December 10, 2021

Sub. to Exec. Comm. December 13, 2021 Approved by Exec. Comm. _____

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

POLICY ITEMS: _____

Members Present:

Karin Crowhurst (Chair), Jacob Hinkel-Lipsker, Minsung Kwon, Magdy Rizk, Joanne Scillitoe, Maryam Tabibzadeh, Andrew Weiss, Kyle Dewey, Ivor Weiner, David McCarty-Caplan

Members Absent:

Christopher Higgs

Staff:

Naty Palos (Recording Secretary), Charlene Manzueta

I) Call to order

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

II) Approval of October 8, 2021 Meeting Minutes

- Minutes unanimously approved

III) Ongoing Business

- **Discussion of updates / modifications to RSCA grant RFP**

Crowhurst asked the committee if they had any updates/changes to the Research, Scholarship and Creative Activity (RSCA) guidelines. She would like to send out the call for proposals campus-wide within in the next couple of weeks. The deadline for the proposals will be at the end of February 2022. The proposals will be reviewed and discussed at the RSCA meeting scheduled in April 2022. Crowhurst brought up some suggestions that came up last year and asked the committee if they had any thoughts/modifications to the guidelines. It was suggested to add a generic budget/timeline template explaining how their award would be spent. Committee discussed what should be included in the budget and timeline templates and agreed to include it in the RFP.

- **Discussion of the new “Pandemic Recovery Grants for Research, Creative and Scholarly Activity**

Crowhurst thanked the committee for reviewing the document and incorporated the suggestions/corrections forwarded to her. Crowhurst reviewed the additional updates/modifications she incorporated with the committee.

- **Description of the grants – Track 1 and 2, including eligibility**

The program is intended for faculty who need financial support for their projects that cannot be provided by grants or other funding. The program has two funding tracks.

Track 1 is up to \$10,000 and Track 2 is up to \$100,000. Crowhurst reviewed the description and eligibility requirements with the committee.

- **Anonymization of the proposals**

Crowhurst discussed with the committee making applications anonymous before the committee reviews in order to give the committee members an opportunity to apply for this pandemic grant. The committee liked the idea and agreed.

- **Guidelines and deadlines for reviewing grants**

Crowhurst mentioned the deadline is December 1st, at 4pm and encourages the committee members to reach out to their colleges to have them apply early. She will review the applications received and divide them amongst the committee members. She would like the committee to review the applications by December 9th before the December 10th R&G committee meeting and be prepared to discuss.

- **Ideas on how to divide up the distribution of money to Track 1 vs 2**

Crowhurst suggested that decisions on what proportion of the funds should be allocated to each track should be left until the committee receives and reviews the applications. The committee agreed.

- **Reports from the “special project” groups (on ways to demystify LGP/IDC, and ways to increase our visibility)**

Crowhurst asked the sub-groups to report on how they are increasing the visibility of the R&G committee. Magdy Rizk mentioned that he has spoken to colleagues in his department and is still gathering information and data, plus identifying more opportunities to write grants. Next, he will reach out to faculty in his college.

Ivor Weiner mentioned that his group met with Karen Storey of Research and Sponsored programs, and they had a good discussion about how do we demystify large grant release and indirect costs. There were suggestions of an infographic approach and visiting departments to let them you know about the benefits of IDC and large grants. He suggested reaching out the Dave Moon and Joe Bautista of IntersectLA, a campus creative strategy agency, and sitting down with them and their students and discuss a message and how best to communicate it. Weiner reached out to Moon and he would be happy to meet with the group within the next couple of weeks.

IV) ***New Business***

- **Discuss Jerome Richfield nomination packages and decide on short list**

The R&G committee is responsible for reviewing the Jerome Richfield applications and finalizing a list of 3-5 candidates. Crowhurst reviewed the applications with the committee members, and they agreed to forward 5 unranked candidates. The candidates' applications will be submitted to Christopher Sanford and he will discuss the candidates with the Provost. The Provost will make the final decision and select the winner.

V) ***Adjournment***

- Meeting adjourned at 12:00 p.m.