COMMISSION ON RESEARCH
Minutes
September 11, 2013
325 Burruss Conference Room
3:30pm – 5:00pm

Attendee: Jesus de la Garza (Chair), Ben Knapp, Leslie Thornton-O'Brien (for Sue Teel), Jewell Trent, Jonah Fogel, France Belanger, Randy Wynne, Bill Knocke, Michael Bertelsen, Paul Knox, Nathan Hall, Iuliana Lazar, Bill Huckle (for Tom Inzana), Martin Daniel (for Bob Walters), Elizabeth Grant (for Annie Pearce), Lenny Grant and Monica Rich (recorder).

Absent: Chris Lawrence, Mike Akers, Anita Puckett, Jacob Rendall and Lay Nam Chang

Guest: Sandra Muse, Peggy Layne, and Ken Miller

I.   Approval of the Agenda
  a. A motion was made and seconded to adopt the agenda as amended. The motion carried.

II.   Announcements
  a. Welcome to All Members – J. de la Garza had everyone introduce themselves.
  b. COR Meeting Dates for FY2013-14 – J. de la Garza encouraged everyone to put the future COR meeting dates on their calendar. The dates were listed at the bottom of the agenda.
  c. Change to Date of March 2014 Meeting – J. de la Garza noted that due to Spring Break, the March meeting was rescheduled to March 5, 2014.
  d. Agenda Items for COR in FY2013-14 – J. de la Garza reported agenda items planned to be addressed this fiscal year will include continued work on action items from the Research Faculty Task Force in areas such as bridge funding and representation in governance; mentoring and career development for research faculty; the timing of promotion processes for research faculty; continued development of programs for postdoctoral associates; and a revision to Policy 13025 – Removal of a PI, Co-PI or Lead Investigator when a PI or a Co-PI is non-responsive to their commitments. A copy of the Task Force report has been posted to the scholar site under the FY13-14 header. S. Muse noted the 2013 version of the Faculty Handbook has removed the word "special" from the title of Special Research Faculty and should be on-line shortly.
  e. Posting of the Minutes of May 8, 2013 – J. de la Garza – Minutes from today and future meetings will be posted to scholar for electronic approval.

III. Unfinished Business
  a. Election of Vice-Chair for FY13-14 – J. de la Garza - France Belanger was nominated and appointed to be vice chair.
  b. Report of Ongoing Activities

  i. University Library Committee – N. Hall reported the Library Faculty Association adopted an open access policy. A new Center for Digital Research and Scholarship was started.   Andi Ogier, Data Science and Informatics Librarian and Yi Shen, Research Environments Librarian were hired this summer. In October the Library will host open access week. Café Oasis is open and serving local baked goods.

  ii. Centers and Institutes Update – W. Knocke reported that once Policy 13005 went through governance having to do with the programmatic review of centers and center directors, the issue of implementation took place. Two institute directors are up for review this year.   All centers that are formally recognized at the University will be reviewed under the policy.

  iii. Research Faculty Initiatives

   1. Research Faculty/Postdocs – S. Muse reported for Mike Akers. For the benefit of new members S. Muse gave a review of the Research Faculty Task Force actions and recommendations. Some accomplishments to date were noted. A new human resources sub-committee to the Commission will soon be formed under Mike Akers. The sub-committee will review issues pertaining to research faculty and bring recommendations to the Commission for consideration and action. A call for volunteers to the sub-committee was made. Those volunteering were Randy Wynne and Peggy Layne.

  iv. Research Administration – M. Daniel reported on:

   1. Agreements tracking system used for tracking sponsored project agreements is available from the research portal under my.vt.edu and has been very successful.

   2. A PI Financial Statement will be launched in September and enable faculty to see very simple data related to their project accounts.

   3. The team is working to implement an automated budget upload capability to Cayuse 424 to remove duplicate data entry

   4. The Cayuse SP product is currently being tested in a "sand-box" enabling various functionality to be evaluated.

   5. A budget development tool is in the early stages of development. This tool would replace the budget spreadsheet currently being used and improve the overall efficiency of developing project budgets.

IV. New Business

 a. Academy of Faculty Service – J. de la Garza asked for volunteer to serve on the selection committee to review recommendations to this Academy. If there is not a volunteer, J. de la Garza will represent COR.

V. Adjournment at 4:38PM