

## COMMISSION ON RESEARCH

September 10, 2003

325 Burruss Hall

3:30 — 5:00 p.m.

**Members Present:** David Bevan, S. K. DeDatta, Frank Gwazdauskas, Bob Hendricks, Jim Jones, Ed Lener, Jay Mancini, Xiang-Jin Meng, Joe Pitt, Vijay Singal, and Jim Weaver

**Members Absent:** Jim Blair, Jim Bohland, Linda Correll, Rocky Lemuf, Thomas Olson, and Joseph Roggenbuck,

**Invited Guest:** Tim Pickering

**Others:** Melissa Simpkins (Secretary)

### **1. Approval of Agenda**

A motion was made to approve the agenda. The motion was seconded and approved.

### **2. Approval of Minutes for April 9, 2003:**

A motion was made to approve the minutes. The motion was seconded and approved.

### **3. New Business:**

**a. Election of COR Vice Chair for the 2003-04:** Bob Hendricks was nominated to serve as the Vice Chair of Commission on Research for 2003-04. After a unanimous vote by the Commission, Bob Hendricks accepted the position.

**b. Center Reviews — Tim Pickering:** Tim Pickering discussed the status of the Center reviews with the Commission. The following Centers have completed their five year reviews and are ready to submit them to the Commission: Center for Gerontology, Center for Applied Mathematics, and the Virginia Center for Coal & Energy Research.

Several issues were brought up with the following Centers for discussion from the Commission as to if they should conduct a review: Center for Wireless Communications, Materials Research Institute, and the Center for Human-Computer Interactions. The Commission concluded that since these Centers were established thru the Commission they should also be decommissioned that way. Also, if the Center plans to merge with other University Centers the New Charter should include background history on the old Center and the expectations for the merge.

**c. Request for Change of Name:** The University Center for Environmental and Hazardous Materials Studies would like to change its name to the University Center for Environmental and Energy Studies. Research is being completed

by the Commission Chair to find out if this is a University Center. If not, the Chair will notify the Center that the request is not required to be approved by the Commission. The Chair will also recommend the removal of "University" from their title, it is misleading if it has not been approved as such.

**4. Old Business:**

- a. Top 30 Criteria:** The Commission discussed the possibility of each College establishing its own set of criteria, relevant to the College, to assist in finding the total amount of research each college that it generates for the University to assist in reaching the goal of Top 30. Different types of research will contribute to the overall total for the University, not just sponsored research. The Commission Members were asked to find if such a criteria currently exists within their own College. If not, then suggest that one be created. More discussion will continue during the next Commission meeting.

**5. Adjournment:** Meeting was adjourned at 5:00 p.m.

Respectfully Submitted:

Melissa Simpkins, Secretary for the Commission on Research

## COMMISSION ON RESEARCH

October 8, 2003  
325 Burruss Hall  
3:30 — 5:00 p.m.

**Members Present:** David Bevan, Jim Blair, Linda Correll, Larry Vaughan for S. K. DeDatta, Frank Gwazdauskas, Bob Hendricks, Jim Jones, Margaret Merrill for Ed Lener, Jay Mancini, Xiang-Jin Meng, Greg Kadlec for Vijay Singal, and Jim Weaver

**Members Absent:** Jim Bohland, Rocky Lemuf, Thomas Olson, Joe Pitt, Joseph Roggenbuck

**Invited Guest:** Katherine Allen, Karen Roberto, and Tim Pickering

**Others:** Pam Pettry (Secretary)

### **1. Approval of Agenda**

A motion was made to approve the agenda. The motion was seconded and approved.

### **2. Approval of Minutes for September 10, 2003:**

A motion was made to approve the minutes. The motion was seconded and approved with one small correction.

### **3. New Business:**

**a. Presentation of the 5 Year Review of the Gerontology Center:** Dr. Katherine Allen, chair of the review committee, provided an overview of the review process with recommendations that the center be reauthorized for another five years and the director be reappointed for another five year term. Dr. Jim Jones, who served on the committee, said the committee unanimously felt the center was exemplary with little resources being invested. He suggested it may be time to look at a variety of metrics in reviewing research centers. After much discussion on faculty affiliated with the center, the loss of an extension person, the certificate program, and publication lists, Dr. Blair motioned approval of the report. Dr. Hendricks agreed to draft a letter with input from the membership to be sent to the provost with the review report. The motion to approve the report passed unanimously.

**b. Presentation of Information on Research Metrics — Jim Blair:** Dr. Blair addressed the issue of creating research metrics to measure our progress in pursuit of Dr. Steger's challenge. He presented the current metrics used for the Board of Visitors. Dr. Blair's goal is to have a metric scorecard to be given to the Board of Visitors every year evaluating the university as a whole.

After considerable discussion on metric criteria for colleges, departments, and centers, Dr. Blair asked the membership to forward any suggestions to him.

**4. Adjournment:** Meeting adjourned at 5:45 p.m.

Respectfully Submitted:

Pam Pettry, Secretary for the Commission on Research

## COMMISSION ON RESEARCH

November 12, 2003

325 Burruss Hall

3:30 — 5:00 p.m.

**Members Present:** David Bevan, Linda Correll, S. K. DeDatta, Frank Gwazdauskas, Bob Hendricks, Ed Henneke, Jim Jones, Ed Lener, Jay Mancini, Xiang-Jin Meng, Thomas Olson, Joe Pitt, John Phillips, Vijay Singal

**Members Absent:** Jim Blair, Jim Bohland, Rocky Lemus, Joseph Roggenbuck, Jim Weaver

**Invited Guest:** Dan Inman, Ken Miller, and Tim Pickering

**Others:** Pam Pettry (Secretary)

**1. Approval of Agenda:**

A motion was made to approve the agenda. The motion was seconded and approved.

**2. Approval of Minutes for October 8, 2003:**

A motion was made to approve the minutes. The motion was seconded and approved.

**3. New Business:**

**a. Request from Dean Knox:** A request from Dean Knox to change the Metropolitan Institute from a university center to a college level center was unanimously approved and will be sent to the Provost for his approval.

**b. Discussion of proposed policy on Graduate Student Rights and Responsibilities:** Several concerns were expressed with this proposed policy, particularly the graduate student's work week, their right to access to academic files, and their responsibilities. The membership unanimously voted that Dr. Pitt oppose the document as presented at University Council.

**c. ICAM review report:** Dr. Dan Inman presented the Interdisciplinary Center for Applied Mathematics 5 year review report. He stated the center is doing a good job and proceeded to go over recommendations made by the review committee. Requests were made to add a summary of the budget, information on grants and publications, and a list of accomplishments. After discussion on criteria for centers and their reviews, Dr. Pickering agreed to develop some general guidelines.

- d. Discussion on inviting Phil Thompson from the Board of Visitors to meet with the Commission:** Dr. Pitt asked the membership if they would be interested in meeting with Mr. Thompson. The purpose would be to inform Mr. Thompson of the role of the commission within the university. Several topics were mentioned for discussion. Dr. Pitt asked the membership to send him suggestions on the best venue for engaging Mr. Thompson. It will be an agenda item at the next meeting.
  
- e. Discussion on names of centers and institutes:** Dr. Pitt announced Dr. McNamee has asked the commission to come up with a policy/process on naming research groups. After considerable discussion on whether or not to have a policy, Dr. Pitt concluded he will draft a process.

**4. Adjournment:** Meeting adjourned at 5:00 p.m.

Respectfully Submitted:

Pam Pettry, Secretary for the Commission on Research

## COMMISSION ON RESEARCH

December 10, 2003

210 Burruss Hall

3:30 — 5:00 p.m.

**Members Present:** Jim Blair, S. K. DeDatta, Frank Gwazdauskas, Bob Hendricks, Ed Henneke, Jim Jones, Ed Lener, Jay Mancini, Xiang-Jin Meng, Thomas Olson, Joe Pitt, and Greg Kadlec (for V. Singal)

**Members Absent:** David Bevan, Jim Bohland, Linda Correll, Rocky Lemuf, John Phillips, Joseph Roggenbuck

**Invited Guest:** Mike Hyer and Tim Pickering

**Others:** Pam Pettry (Secretary)

### **1. Approval of Agenda:**

Dr. Henneke motioned approval of the agenda. Dr. Gwazdauskas seconded. The agenda was approved.

### **2. Approval of Minutes for November 12, 2003:**

Dr. Gwazdauskas motioned approval of the minutes. Dr. Jones seconded. The minutes were approved

### **3. New Business:**

- a. Presentation of Five Year Review of the Virginia Center for Coal and Energy Research Center:** Dr. Blair expressed concerns with the current structure of centers and the need to update the guidelines for creation and review of centers.

Dr. Mike Hyer provided an overview of the review committee's activities. He presented the committee's conclusions and recommendations. The conclusions are: 1) The review committee finds that VCCER provides significant educational and outreach benefits to industry and to agencies of the Commonwealth, focusing primarily on coal extraction and utilization. 2) Although VCCER's activities meet the mandates of the VCCER Advisory Board, the review team feels the Center is in a position to make a broader impact on research activities in the energy and environment areas of VT. 3) The review committee encourages Dr. Karmis to pursue his vision of expanded leadership for VT and enhanced external funding support and will invite him to a future meeting of the Commission. The recommendations follow: 1) The Virginia Center for Coal and Energy Research should continue its operations. Dr. Karmis should continue to serve as Director. 2) The Commission on Research should invite the Director to make a report, in two years time, describing the Center's progress in implementing the Director's

vision for a more broadly based coal and energy center with greater faculty participation and enhanced external funding. Much discussion followed the presentation on concerns related to its being a state-mandated center, political issues, and expectations. Dr. DeDatta moved to accept the report. Dr. Gwazdauskas seconded. The motion was approved. Continued discussion will be on the agenda for the next meeting.

- b. Procurement Problems with Grants:** In response to a request from Dr. Hasselman, Dr. Hendricks asked the Commission to look into sole source procedures. The issue was tabled until the next meeting.
- c. Institutes Versus Centers:** Dr. Pickering will present center review procedures at the next meeting. It was suggested that Provost McNamee be invited to attend.

**4. Adjournment:** Meeting adjourned at 5:00 p.m.

Respectfully Submitted:

Pam Pettry, Secretary for the Commission on Research



## **COMMISSION ON RESEARCH**

January 21, 2004

325 Burruss Hall

3:30 – 5:00 p.m.

**Members Present:** David Bevan, Jim Blair, Linda Correll, Frank Gwazdauskas, Bob Hendricks, Ed Henneke, Jim Jones, Ed Lener, Jay Mancini, Xiang-Jin Meng, Joe Pitt, John Phillips, Vijay Singal, and Jim Weaver

**Members Absent:** Jim Bohland, S. K. DeDatta, Rocky Lemus, and Thomas Olson

**Invited Guest:** Karen DePauw, Kenneth Miller, and Tim Pickering

**Others:** Pam Pettry (Secretary)

**1. Approval of Agenda:**

Dr. Henneke motioned approval of the agenda. The motion was seconded. The agenda was approved.

**2. Approval of Minutes for December 10, 2003:**

Dr. Jones motioned approval of the minutes with two corrections. Dr. Henneke seconded. The minutes were approved with the corrections made.

**3. New Business:**

**a. A Discussion of the Document “Rights and Responsibilities of Graduate Students” with Karen DePauw, Vice Provost for Graduate Studies and Dean of the Graduate School:** Dr. DePauw provided background on the writing of the document, “Rights and Responsibilities of Graduate Students”. She concluded her comments by asking the Commission to e-mail comments and concerns to her and stated she will share those with the writing committee. Several issues were discussed: intellectual property; leave of absences; change in the title of the document to reflect a less legal connotation; distinction between graduate student and graduate assistant; employment concerns; participation in governance; responsibilities on contracts; and health insurance coverage. A suggestion was made to have the document reviewed by Legal Counsel. Dr. Pitt will forward a note to Dr. DePauw with the Commission’s comments.

**b. Discussion of President Steger’s Memo on Contacting Legislators:** Dr. Blair provided clarification to the membership on Dr. Steger’s December 18, 2003 memo regarding coordination of federal activities. He informed the Commission a committee is being formed to coordinate federal requests for special project funding with the assistance of the congressional delegation. Dr. Blair talked about the current process in submitting federal requests. After

some discussion, Dr. Blair stated he would pass along the Commission's comments.

- c. Schedule for Center Reviews – Tim Pickering:** Dr. Pickering reported on the status of the center reviews, which have been in process this year. He described the current process for completing center reviews. Dr. Pickering said we do not have a formal format, set of expectations, or set of performance factors for the reviews. He outlined a possible report format. Dr. Pitt said the discussion will be continued at the next meeting.

**4. Adjournment:** Meeting adjourned at 5:00 p.m.

Respectfully Submitted:

Pam Pettry, Secretary for the Commission on Research

## **COMMISSION ON RESEARCH**

February 11, 2004

325 Burruss Hall

3:30 – 5:00 p.m.

**Members Present:** Jim Blair, Linda Correll, S. K. DeDatta, Frank Gwazdauskas, Bob Hendricks, Ed Henneke, Jim Jones, Ed Lener, Jay Mancini, Xiang-Jin Meng, Thomas Olson, Joe Pitt, John Phillips, Vijay Singal, and Jim Weaver

**Members Absent:** David Bevan, Jim Bohland, Rocky Lemus, Matt Ortyl, and Ted Settle

**Invited Guest:** Diane Bell, Mark McNamee, and Tim Pickering

**Others:** Pam Pettry (Secretary)

### **1. Approval of Agenda:**

A motion was made to approve the agenda. The motion was seconded. The agenda was approved.

### **2. Approval of Minutes for January 21, 2004:**

Dr. Gwazdauskas motioned approval of the minutes. Dr. Blair seconded. The minutes were approved.

### **3. Old Business:**

**a. Centers and Institutes – Provost Mark McNamee:** Dr. McNamee stated indirect costs will be discussed extensively on campus and that this group needs to be engaged in the discussion. He then went on to discuss the formation of ICTAS and IBPHS and his hopes for a third institute for the arts, humanities, and social sciences. Dr. McNamee said he feels the title for centers and institutes is not that important. He said he would like to reserve the title “Institute” for major new initiatives. Much discussion followed on the use of the titles, centers and institutes, and what constitutes the difference between the two. Concerns were expressed regarding communication between the administration and faculty. Dr. McNamee said he would work with the Research Division on a strategy for improving communication. Dr. Pitt said the discussion will be continued at the next meeting.

**b. Resolution of ICAM Review:** Dr. Pickering announced the ICAM Review Committee has made the changes requested by the Commission, namely providing more supporting information. Dr. Hendricks motioned acceptance of the report. Dr. DeDatta seconded. The report was accepted with 8 in favor and 4 abstaining. Dr. Hendricks motioned acceptance of continuation of the

current director. Dr. Jones seconded. The continuation of the director was accepted with 9 in favor and 3 abstaining.

**4. Adjournment:** Meeting adjourned at 5:00 p.m.

Respectfully Submitted:

Pam Pettry, Secretary for the Commission on Research

Commission on Research  
3-31-04  
Minutes

1. The Agenda was approved with additions.
2. New Business
  - a. Members of the Commission were reminded that we need to choose a new chair for AY 2004-05. Nominations and elections will take place at the April 14 meeting. Election of the vice chair will take place in the fall. A list of eligible continuing members will be circulated.
  - b. There was a discussion on administrative support for research. Items mentioned included a central fund to help offset journal page charges, assistance in off-setting cost of articles to be used in anthologies, sabbaticals.
  - c. It was moved and seconded that the Commission on Research recommend to the VP for Research that he consider finding a mechanism to assist underwriting publication costs in meritorious cases and that he bring specific suggestions on how to do this to the Commission for further discussion.
3. Old Business
  - a. Metrics - It was noted that it seems unreasonable for the University administration to set goals and not provide appropriate support for faculty in order for them to achieve those goals. So, in addition to setting goals such as the top 30, it would helpful to know what resources are being supplied and how these are being distributed.
  - b. There was a general discussion of how the Commission should respond when it requests information in addition to the report of a 5 year university center review committee and fails to receive it.

Respectfully submitted,  
Joseph C. Pitt

## **COMMISSION ON RESEARCH**

April 14, 2004  
325 Burruss Hall  
3:30 – 5:00 p.m.

**Members Present:** D. Bevan, F. Gwazdauskas, R. Hendricks, E. Henneke, E. Lener, J. Mancini, X. Meng, T. Olson, J. Pitt, J. Phillips, T. Settle, and G. Kadlec (for V. Singal)

**Members Absent:** J. Blair, J. Bohland, L. Correll, S. K. DeDatta, J. Jones, R. Lemus, M. Ortyl, and J. Weaver

**Invited Guest:** Tim Pickering

**Others:** Pam Pettry

**1. Approval of Agenda:**

A motion was made to approve the agenda with an additional item. The motion was seconded. The agenda was approved.

**2. Approval of Minutes for February 11, 2004:**

A motion was made to approve the minutes. The motion was seconded and the minutes were approved.

**3. Approval of Minutes for March 31, 2004:**

A motion was made to approve the minutes. The motion was seconded and the minutes were approved.

**4. Old Business:**

**a. Procedures for Conducting 5 Year Center Reviews – Tim Pickering:** Dr. Pickering provided a template for center review reports. Requests were made to breakdown the sources of funding, separate out conclusions and recommendations pertaining to the center and the director, and add name of principal investigator to the sponsored history section. Dr. Settle asked if other areas may need to be addressed such as outreach. It was agreed the membership would review appendices 2 and 3 and forward their comments to Dr. Pickering.

**b. Resolution for Library – Ed Lener:** Mr. Lener presented his draft resolution to the Commission. He motioned approval of the resolution. It was seconded and unanimously approved. The content of the resolution follows:

The Commission on Research strongly endorses the goals of the Information Needs Assessment Project being led by the University Libraries. The identification of key resources that are needed by faculty in their research through this process will enable the library to set priorities for the acquisition of new materials that best reflect the information needs of the University community. The Commission recognizes that having ready access to both print and electronic information sources is vital to creating a thriving research environment and calls for sufficient new funds to be directed by the University administration in support of this effort.

**c. Draft Resolution on Input to Top 30 Metrics:** After much discussion on content, Dr. Hendricks agreed to draft a resolution expressing concerns of the Commission to have input into the discussion and decisions on metrics. Dr. Pitt will send to the membership for their input. Once complete, the resolution will be forwarded to the Provost.

**5. New Business:**

**a. Nominations and Election of Chair of COR for AY 2004-05:** Drs. Bob Hendricks and Jim Weaver were nominated for the chairmanship for next year. It was agreed the membership would vote electronically.

**b. Item for Commission on Research for next year:** Dr. Phillips asked that future Commissions address the issue of setting up a mechanism to research faculty regarding measures of research productivity.

**6. Adjournment:**

Meeting adjourned at 4:50PM.