

COMMISSION ON RESEARCH

September 8, 2004

325 Burruss Hall

3:30 – 5:00 p.m.

Members Present: M. Akers, J. Blair, S. K. DeDatta, B. Fenwick, C. Gray, V. Groover, F. Gwazdauskas, R. Hendricks, J. Lesko, X. Meng, C. Ragsdale, M. Setareh, T. Settle, S. Turner, K. Tyler, J. Weaver, and K. Wood

Members Absent: J. Bohland, J. Mancini, J. Phillips, and S. Quisenberry

Invited Guests: T. Pickering, M. Rich, and L. Vaughan

Others: P. Pettry

1. Approval of Agenda:

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

2. Approval of Minutes for April 14, 2004:

Dr. Gwazdauskas motioned approval of the minutes. The motion was seconded and the minutes were approved.

3. New Business:

a. Introductions and Review of Commission on Research Charge: Dr. Weaver welcomed everyone to the new year of the Commission. Introductions were made, and Dr. Weaver provided information on the Commission's charge.

b. Election of Vice Chair:

Dr. Gwazdauskas was elected to serve as vice chair.

c. Introductory Comments from Brad Fenwick, Vice President for Research: Dr. Fenwick said he is happy to be at Virginia Tech and looks forward to the challenges. He mentioned some issues that will likely be addressed this year.

d. International Strategic Directions Team Progress Report – S. K. DeDatta: Dr. DeDatta gave an overview on the International Strategic Directions Team. He asked the Commission to review and provide feedback.

e. ASPIRES – Jim Blair: Dr. Blair asked the membership for their impressions of the ASPIRES program and their advice on the best use of these funds.

Several suggestions were made. Dr. Blair asked the Commission to talk with their colleagues and then email all comments to him.

4. Old Business:

- a. Report on Center Reviews and Center Review Process – Tim Pickering:** Dr. Pickering reported on the status of center reviews and the review process. Several suggestions were made to improve the review process.
- b. Report on Intellectual Properties Committee (IPC) – Jim Blair:** Dr. Blair reported on the activities of the Intellectual Properties Committee and the role of Virginia Tech Intellectual Properties, Inc. (VTIP). Discussion followed on the intellectual property policy as well as the conflict of commitment and conflict of interest policies.
- c. Indirect Cost Distribution Policy – Jim Blair:** Discussion on IDC was delayed to the next meeting.

5. Adjournment:

Meeting adjourned at 5:00PM.

COMMISSION ON RESEARCH

October 13, 2004

325 Burruss Hall

3:30 – 5:00 p.m.

Members Present: M. Akers, J. Blair, S. K. DeDatta, E. Lener (for C. Gray), V. Groover, F. Gwazdauskas, R. Hendricks, M. Kelly, S. Case (for J. Lesko), X. Meng, J. Phillips, C. Nessler (for S. Quisenberry), C. Ragsdale, M. Setareh, A. Street, J. Weaver, and K. Wood

Members Absent: J. Bohland, B. Fenwick, J. Mancini, T. Settle, & S. Turner

Invited Guests: K. Miller, D. Moore, and T. Pickering

Others: D. Nester

1. **Approval of Agenda:** Dr. Blair motioned approval of the agenda with an additional item – update on ASPIRES. The motion was seconded. The agenda was approved.
2. **Approval of Minutes of September 8, 2004:** Dr. Gwazdauskas motioned approval. Dr. Meng seconded. The minutes were approved.
3. **Old Business:**
 - a. **Guidelines for Evaluation of University Research Centers – Drs. J. Blair & T. Pickering:** After some discussion of the procedures for evaluating research centers, a motion was made to create a three member task force to prepare a draft of evaluation guidelines for university centers for the Commission's review. The motion passed.
 - b. **Update on Status of Administrative Review of University Research Centers – Dr. J. Blair:** Dr. Blair went over plans for reviews and asked for volunteers to serve on a work group to review the current status of all university centers. There were no volunteers.
 - c. **Intellectual Properties Policy Initiative – Dr. J. Blair:** Dr. Blair mentioned the variety of discussions on campus regarding intellectual property. He also discussed the complexity of the issue in regard to state, federal, and university policy. Dr. Weaver stated Dr. Fenwick is open to new ideas related to the intellectual properties policy. Discussions will continue in future Commission meetings and on the University campus.
 - d. **Virginia Tech Intellectual Properties, Inc.; Representative from Commission on Research on VTIP Board of Directors:** Dr. Weaver asked

for volunteers to serve on the VTIP Board of Directors. Dr. Nessler provided an overview of the activities of the board. Dr. Gwazdauskas volunteered and will serve.

- e. **Intellectual Properties Committee Report – Dr. J. Blair:** Dr. Blair provided an update on the activities of the Intellectual Properties Committee (IPC). He said the IPC minutes will be added to the University Council web page.
- f. **Research Compliance Office – Dr. Moore:** Dr. Moore provided an overview of the three committees which report to the Assistant Vice President for Research Compliance; 1) Radiation Safety Committee; 2) Institutional Review Board for Research Involving Human Subjects; and 3) the Animal Care Committee. He updated the Commission on the current activities of each. Concern was expressed regarding the lack of sufficient staff. Dr. Moore will provide another update at the February meeting.
- g. **Indirect Cost Distribution Policy – Dr. Blair:** Dr. Blair informed the Commission of plans to change the indirect cost distribution soon. He said research space is the driving issue and provided a handout with background information. Mr. Miller explained the current process for determining the rate. A lengthy discussion followed.
- h. **Update on ASPIRES:** Dr. Blair provided copies of the Aspires competition for this year and went over the restrictions for the program. He stated the Aspires competition will be revised next year.

4. **New Business:**

- a. **Goals & Mission of the Commission on Research for 2004-05:** Dr. Weaver informed the Commission of the request by University Council to create a list of goals and mission for the 2004-05 academic year. He will send out an email with the list and requested input from the Commission.

5. **Adjournment:**

Meeting adjourned at 5:16PM.

COMMISSION ON RESEARCH

November 10, 2004

325 Burruss Hall

3:30 – 5:00 p.m.

Members Present: M. Akers, J. Blair, B. Fenwick, C. Gray, V. Groover, F. Gwazdauskas, X. Meng, A. Stevens (for J. Phillips), C. Ragsdale, M. Setareh, A. Street, and J. Weaver

Members Absent: J. Bohland, S. DeDatta, R. Hendricks, M. Kelly, J. Lesko, J. Mancini, S. Quisenberry, T. Settle, S. Turner, and K. Wood

Invited Guests: K. DePauw, E. Hitchingham, K. Miller, & T. Pickering

Others: P. Pettry

1. **Approval of Agenda:** Dr. Gwazdauskas motioned approval of the agenda; it was seconded. Agenda was approved.
2. **Approval of Minutes of October 13, 2004:** A motion was made and seconded to approve the minutes. The minutes were approved.
3. **Old Business:**
 - a. **Resource Needs of the Library, Eileen Hitchingham:** Dean Hitchingham provided background on the statistics, operations, and plans of the University Libraries. She summarized the libraries' needs to move the university towards the top 30 goal. In addition to increased funding those needs are: 1) build and sustain strong collections; 2) create spaces that support 21st century information needs; 3) preserve research for future generations; and 4) continue to improve services that meet the needs of users.
 - b. **The Interface of Library Resources with Graduate Education, Karen DePauw:** Dr. DePauw announced three major financial commitments by the university for fall 2005. They are: 1) 49 new graduate assistantships will be awarded (100 total with 51 from other sources); 2) 70% of health insurance will be covered by the university for new graduate students; and 3) the second, third, and fourth floors of Donaldson Brown will be converted to graduate student housing with the first floor set aside as a Graduate Life Center. Some discussion followed on liabilities of existing grants.
 - c. **Update on University Research Centers (URCs) Evaluation Taskforce, Tim Pickering:** Dr. Pickering said Dr. Bob Hendricks and Dr. Karen Roberto have agreed to serve on the evaluation committee, and he hopes they will have the project completed sometime early next year.

- d. **Update on Administrative Review of URCs, Jim Blair:** Dr. Blair stated there would be a meeting of the university center directors the following day and he would enlist someone to help in this administrative review.
 - e. **Intellectual Properties Committee Report, Jim Blair:** Dr. Blair reported the Intellectual Properties Committee is currently discussing the intellectual property policy and the expectations of the university community. Dr. Fenwick reported on the Board of Visitors intellectual properties presentation.
 - f. **Report on organization and function of University Institutes (ICTAS and IBPHS), Brad Fenwick:** Dr. Fenwick outlined the plans for both institutes and the process in achieving the goals for each. Dr. Blair said he and Dr. Pickering would draft a charter for both of the institutes to start the approval process through the governance system. Much discussion followed on the possible implications of this plan. Discussion will continue at the next meeting.
- 4. Adjournment:**
Meeting adjourned at 5:15PM.

COMMISSION ON RESEARCH

December 8, 2004

325 Burruss Hall

3:30 – 5:00 p.m.

Members Present: M. Akers, S. K. DeDatta, C. Gray, V. Groover, F. Gwazdauskas, R. Hendricks, X.J. Meng, J. Phillips, C. Ragsdale, T. Settle, A. Street, S. Turner, J. Weaver, and K. Wood

Members Absent: J. Blair, J. Bohland, B. Fenwick, M. Kelly, J. Lesko, J. Mancini, S. Quisenberry, and M. Setareh

Invited Guests: M. Cep and T. Pickering

Others: P. Pettry

- 1. Approval of Agenda:** Dr. Gwazdauskas motioned approval of the agenda; it was seconded. Agenda was approved.
- 2. Approval of Minutes of November 10, 2004:** A motion was made and seconded to approve the minutes. The minutes were approved.
- 3. Undergraduate Research, Melinda Cep:** Ms. Melinda Cep, a senior dual major in Biochemistry and Animal and Poultry Sciences, presented a draft format which would allow a permanent record of an undergraduate student's research. Some suggestions were made to enhance the form. A statement was made that it is a good starting point for encouraging undergraduate research. There will be a one semester trial on-line on the Vice President for Research web page.
- 4. Resource Needs of the Library:** Discussions continued on the resource needs of the Library. A statement was made of the need to find creative ways to fund the Library and ultimately to support the goal of reaching top 30. It was agreed to continue conversations and find a way to be more directly involved in the process of the Library Committee. It was suggested that Dean Hitchingham return to a future meeting and help outline a strategy for the Commission.
- 5. Update on Administrative Review of University Research Centers (URCs):** There was discussion on the request from Dr. Ed Fox to merge the Internet Technology Innovation Center with the Human-Computer Interaction Center. It was agreed to request more information from Dr. Fox and then vote by email.
- 6. Organization and function of University Institutes (ICTAS and IBPHS):** It was determined to table this discussion until a future meeting.

7. **Intellectual Properties Committee Report:** Dr. Pickering reported on the policy discussions of the Intellectual Properties Committee. Dr. Settle shared some specifics of intellectual properties discussions he has had on campus.
8. **Adjournment:**
Meeting adjourned at 4:55PM.

COMMISSION ON RESEARCH

February 9, 2005

325 Burruss Hall

3:30 – 5:00 p.m.

Members Present: M. Akers, J. Blair, C. Gray, V. Groover, F. Gwazdauskas, J. Lesko, J. Phillips, C. Nessler (for S. Quisenberry), C. Ragsdale, M. Setareh, S. Turner, J. Weaver, and K. Wood

Members Absent: J. Bohland, S. K. DeDatta, B. Fenwick, B. Hendricks, M. Kelly, J. Mancini, X. J. Meng, T. Settle, and A. Street

Invited Guests: T. Pickering

Others: P. Pettry

1. **Approval of Agenda:** A motion was made to approve the agenda; it was seconded. Agenda was approved.
2. **Approval of Minutes of December 8, 2004:** A motion was made and seconded to approve the minutes. The minutes were approved as written.
3. **Update on Research Compliance Office, David Moore:** Dr. David Moore was unable to attend, but provided a written report on the activities of the Office of Research Compliance.
4. **Update on Administrative Review of University Research Centers:**
 - a. **Discussion of Edward Fox's Request that the Internet Technology Innovation Center be Dissolved.** Dr. Blair motioned approval of the dissolution of the Internet Technology Innovation Center. Dr. Gwazdauskas seconded. Motion passed unanimously. Dr. Weaver will send a letter to the Provost from the Commission dissolving the center.
 - b. **Report on Center Reorganization and Policy Consolidation:** Dr. Pickering provided background on the two policies currently at the university. He pointed out shortcomings of the policies as well as some planned revisions. Dr. Pickering stated he would send out the policies to the membership with leading questions for their input.
5. **Organization and Function of University Institutes (ICTAS and IBPHS):** Dr. Blair summarized the basic principles behind ICTAS and IBPHS and the potential new arts, humanities, and social sciences institute are that they are resource vehicles to take university resources and invest in appropriate areas. He reviewed the current plans on the structures of these institutes. Dr. Phillips and Dr. Weaver expressed concerns regarding faculty morale in relation to the

emphasis on the financial aspects of these institutes versus quality of faculty, graduate students, publications, etc. Concerns were also expressed regarding cluster hires and the quarterly report sent out by the Office of the Vice President for Research. A suggestion was made that the administration communicate to the faculty that their policies are inclusive and value added. Discussion shifted to metrics used to measure excellence. Dr. Blair stated he would provide charter drafts for the two institutes from the stakeholders for the next meeting.

- 6. Intellectual Properties Committee Report, Jim Blair:** Dr. Blair reported there were eight disclosures approved. He also mentioned a report on intellectual properties would be made to the Board of Visitors at their March meeting. Dr. Blair provided a couple of handouts on the technology commercialization system at the university and discussed the process.
- 7. Resource Needs of the Library, Further Discussion:** Dr. Weaver asked the membership to consider the best option for the University Library Committee to provide information to the Commission and to share their ideas by email.
- 8. Adjournment:**
Meeting adjourned at 5:00PM.

COMMISSION ON RESEARCH

March 16, 2005
325 Burruss Hall
3:30 – 5:00 p.m.

Members Present: S. K. DeDatta, C. Gray, V. Groover, F. Gwazdauskas, J. Lesko, X. J. Meng, J. Phillips, C. Nessler (for S. Quisenberry), C. Ragsdale, M. Setareh, J. Weaver, and K. Wood

Members Absent: M. Akers, J. Blair, B. Fenwick, R. Hendricks, M. Kelly, J. Mancini, R. Murch, T. Settle, A. Street, and S. Turner

Invited Guests: T. Pickering

Others: P. Pettry

- 1. Approval of Agenda:** A motion was made to approve the agenda; it was seconded. Agenda was approved.
- 2. Approval of Minutes of February 9, 2005:** Dr. Pickering noted a correction on the second page of the minutes. Dr. DeDatta made a motion to approve the minutes as corrected. It was seconded. The minutes were approved.
- 3. Resolution Seeking to Add the Commission on Research to the Reporting Line for the University Library Committee:** Dr. Weaver stated the University Library Committee, the Commission on Undergraduate Studies and Policies, and the Commission on Graduate Studies and Policies have each approved the resolution. Dr. Gwazdauskas made a motion for acceptance of the resolution. The motion was seconded. The resolution passed unanimously.
- 4. Organization and Function of University Institutes (ICTAS and IBPHS):** Dr. Pickering provided copies of letters from the university provost and the vice president for research outlining the organization and function of these two initiatives. Much discussion followed on the establishment of these institutes, the development of charters for each, the role of the Commission in the process, the involvement of the university faculty, and the funding for these initiatives. Dr. Weaver will schedule a meeting with Dr. Fenwick to address these issues.
- 5. Nominations for COR Chair for 2005-2006 and Discussion of Electronic Election Process:** Dr. Weaver asked for nominations for Commission chair for next academic year. Dr. Gwazdauskas nominated Dr. Weaver to continue to serve as chair. The nomination was seconded. Dr. Weaver was elected unanimously to continue to serve as chair of the Commission.

6. **Policies 3020 and 13005:** After some discussion on the two policies related to research centers, Drs. Weaver and Pickering will schedule a meeting with Mr. Hyatt to discuss merging the two policies.
7. **New Signature Policy:** Concerns were expressed with the new signature policy in applying for grant proposals. Discussion followed. Dr. Weaver will address this issue when he meets with Dr. Fenwick.
8. **Adjournment:**
Meeting adjourned at 4:52PM.

COMMISSION ON RESEARCH

April 13, 2005
325 Burruss Hall
3:30 – 5:00 p.m.

Members Present: M. Akers, J. Blair, S. K. DeDatta, C. Gray, V. Groover, F. Gwazdauskas, R. Hendricks, J. Lesko, X. Meng, J. Phillips, C. Ragsdale, M. Setareh, T. Settle, S. Turner, J. Weaver, and K. Wood

Members Absent: B. Fenwick, M. Kelly, J. Mancini, R. Murch, S. Quisenberry, A. Street

Invited Guests: R. Hall, T. Pickering, and J. Rankin

Others: P. Pettry

- 1. Approval of Agenda:** Dr. Gwazdauskas made a motion to approve the agenda; it was seconded. Agenda was approved.
- 2. Approval of Minutes of March 13, 2005:** A motion was made to approve the minutes. The motion was seconded. The minutes were approved.
- 3. Student Representation on the Institutional Review Board (IRB) and Institutional Animal Care and Use Committee (IACUC), Kerry Wood/Jory Ruscio:** Ms. Ruscio presented her request to add graduate student representation to the Institutional Review Board and the Institutional Animal Care and Use Committee. Discussion followed on how to best accomplish the addition of student representation to the IRB. Student representation to the Institutional Animal Care and Use Committee was denied. Dr. Blair made a motion to send a letter to the Vice President for Research approving the addition of student representation to the IRB. Dr. Gwazdauskas seconded. The motion was approved unanimously.
- 4. Update on the Organization and Function of University Institutes (ICTAS and IBPHS), Jim Weaver/Jim Blair:** Drs. Weaver and Blair provided background on the progression of the two institutes and the issues to be addressed from the previous meeting. Dr. Janet Rankin, interim director of IBPHS, provided a timeline on the evolution of the Institute for Biomedical and Public Health Sciences. Mr. Rodd Hall, term director of ICTAS, also provided information on the formation of ICTAS. Discussion followed on the purposes and plans of the institutes, faculty representation on the stakeholders committees, and the charters for each institute. It was agreed that ICTAS would revise its' stakeholders committee.

- 5. Report on Possible Revisions to University Policies 13005 and 3020, Tim Pickering:** Dr. Pickering reported on the plans to revise the two administrative policies dealing with research units. A volunteer committee will work on the revisions over the summer.
- 6. Update on Grant Application “Signature” Policy, Jim Blair:** Dr. Blair said the new signature policy was created to provide relief with internal requirements for principal investigators. He stated there are plans to have a mechanism on the web that will address all the expressed concerns.
- 7. Indirect Costs Return Policy Considerations, Jim Blair:** Dr. Blair stated a shortage of research space is the driving force behind the plans to change the indirect cost distribution. Discussions are continuing on campus. Dr. Blair mentioned three options which are being discussed: 1) do nothing; 2) freeze the amount of indirect distribution at the current level; and 3) phase the indirect from 47% down to 25% return to the colleges over five years.
- 8. Adjournment:**
Meeting adjourned at 5:05PM.