

COUNCIL ON GRANTSMANSHIP AND RESEARCH

Minutes

2011 Spring Meeting

April 14, 2011

9:00-2:00 p.m.

Glen D. Johnson Student Union, Southeastern Oklahoma State University

Attendees: Tony Wohlers (CU), Tiffany Wika (NSU), Nancy Thomason (ECU), Nora Finnegan (NSU), Susan Foster (NSU), D. J. Swepston (NSU), Camille Holt (NWOSU), Linda Mason (OSRHE), Gladys Skinner (SEOSU), Betty Beall (UCO), Beverly Endicott (UCO), Gregory Wilson (UCO), Sara Barnett-Flores (NSU), Mai Fields (ECO), Hannah McCann (ECU), Mary Huffman (UCO), Kendra Smith (UCO), Paul Buntz (SEOSU), Melissa White (UCO).

9:00 am - 9:30 am	Networking and Coffee
9:30 am - 12:00 pm	Business Meeting
12:00 pm - 1:00 pm	Lunch
1:00 pm - 2:00 pm	Closing remarks

The fourteenth semi-annual meeting of the Council on Grantsmanship and Research was held in the Glen D. Johnson Student Union on the campus of Southeastern Oklahoma State University, Durant, OK. The meeting was called to order by Dr. Tony Wohlers, Chair.

- I. Opening Remarks – Dr. Tony Wohlers, Chair
 - a. Words of welcome.
- II. Self Introductions – Council on Grantsmanship and Research Members and Guests
 - a. Update of membership list
- III. Welcome from Host Campus
 - a. Dr. Byron Clark, Assistant VP for Academic Affairs and Instruction
Dr. Clark expressed his appreciation for what we all do at our campuses.
- IV. Voting for Approval of Minutes from Fall 2010
 - a. Approved as corrected.
- V. Old Business
 - a. External evaluator database – Dr. Tony Wohlers
 - i. A survey has been launched, and 14 people have signed up. A list of these people was given to each member in attendance. It was agreed that 14 is a great start.
 - ii. The database will be added to the OSRHE website so that it is available for all Oklahoma schools. It is suggested that CGR members notify faculty about this database.

- b. Consistency in reporting grant awards to OSRHE – Ms. Kathryn Schoonover (in absentia, via Tiffany Wika)
 - i. A monthly grant newsletter did not go out for March 2011 awards. Moving forward, please send a listing your institutions’ grant awards for the month to Dr. Linda Mason by the 27th of each month.
 - i. These monthly reports should list the total award amount (ex. \$1 million over 5 years).
 - ii. Chancellor Johnson has asked for a grant awards report to be added to the agenda for the Regents’ August meeting. Please have information to Dr. Linda Mason by July 15, even if it is just an estimate, as it can be corrected later (it is not for audit or reconciliation, but for “applause”).
 - i. For this annual report, include only the amount that was awarded for the current fiscal year (Year 1 of 5, etc).
 - iii. Dr. Linda Mason thanks CGR members for all we do.

VI. New Business-

- a. Discussion of interest in expansion of CGR to include OU/OSU and private universities – Ms. Susan Foster
 - i. During a presentation about CGR at OSU’s Research week in February 2011, OU, OSU, and private universities expressed enthusiastic interest in being included in CGR. Is it possible to have another meeting that includes them (without necessarily breaking our current format of Primarily Undergraduate Institutions)?
 - i. We can all learn from each other
 - ii. CGR has done a great job as a tight-knit group. Can we look outside the box and include others sometimes?
 - iii. Do we want to start a larger group through the Regents?
 - a. Meetings have been held at Oklahoma Research Day in the past, and while it minimizes travel costs, it can be difficult to get attendance.
 - iv. Possibly have a traditional CGR meeting in the morning, then include others in the afternoon.
 - v. We do not want to break up the current group, but since grants often require collaboration with other types of institutions, having contacts at other schools will be crucial. Our group has come a long way in 8 years and made great contacts. Including others occasionally will only make it more successful.
 - ii. The group was supportive of meeting with other institutions during OSU’s Research Week next spring, possibly as a lunch meeting. This could be coordinated with Hollie Schreiber.
 - i. Motion:
 - a. Include other institutions by having a meeting at OSU’s Research Week.
 - ii. Motion passed.
 - a. Dr. Tony Wohlers, in coordination with Ms. Susan Foster, will contact Hollie Schreiber about this.
 - iii. On a related topic, after the OSU Research week, there was interest in setting up a listserv for Research Administrators. This has been done. Registration via email. A registration link will be added to the Regents’ website.
- b. Discussion of Responsible Conduct of Research and how universities are to meet this new NSF requirement – Ms. Nancy Thomason

- i. This was addressed by Linda Mason later in the meeting.
- c. Grant training for faculty – what do other schools do? – Ms. Kendra Smith
 - i. Dr. Linda Mason has attended faculty trainings at various schools (hosted by Pre-award/Post-award). She has presented a portion of these trainings, discussing how OSRHE can assist in grant development.
 - ii. Many online grantsmanship trainings are available, through OSRHE and others.
 - iii. Videoconference with NSF program directors
 - iv. New faculty orientation can include intro to Pre-award and Post-award/grant development training.
- d. Research & Retention (Dr. Tony Wohlers)
 - i. Interest in whether the two are related. How can we research this?
 - ii. Service Learning
 - iii. UCO, OSU, and University of Tulsa have done some research on this.
- e. Professional development session on Responsible Conduct of Research (RCR) training – Dr. Linda Mason.
 - i. Any NSF/NIH grants involving research must now document RCR training for students.
 - i. Any students who will benefit directly OR indirectly must receive training.
 - ii. Training cannot be totally online
 - iii. There must be one designated coordinator on the campus
 - iv. A minimum of 8 contact hours must be provided
 - v. Strongly recommended to take place over a long period of time, NOT 8 hours at one time.
 - vi. Strongly recommended to have a research faculty member involved
 - vii. Should be provided at every change level. For example, if a student receives the training at the bachelors level and then moves on to graduate school, they must receive the training again
 - ii. OU provides a 2-day “Train the Trainer”. This will be held May 12-13. Cost is \$750, and includes all materials. Chase Thiel is the contact.
 - iii. NSF has held grant funds because schools could not show proof that RCR training had been completed.
 - iv. Discussion of the possibility of having a state meeting either in person or via videoconference (NSF does not consider this to be online training).
 - v. NSF & NIH will NOT allow grant funds to be used to pay for training. Some schools use indirect costs to pay for it.
 - vi. OSRHE will offer a training in the fall (probably September but a date has not been set yet) and pay all expenses except travel. This will be training for students, with faculty in attendance. Additional training can then take place at individual campuses, and run by each campus if they choose to do so.
 - vii. Trainings should be run by one person who is the contact on record, and one person who is a researcher and can be engaged with students.
 - viii. This is a very serious issue. According to NSF, “Examples will be made”. There is a federal negative sanctions list that will be referenced when reviewing grant proposals. HR offices also check this list before hiring.
 - ix. Book recommended for training – *On Being a Scientist*. PDF available for free from the National Academies Press, <http://www.nap.edu>. Also available in paperback.
 - x. It is recommended that each campus send a faculty member to OU’s training. It is also recommended that a Research Administrator attend.

- f. CGR membership/records binder will now be maintained by the CGR secretary.
- VII. Fall 2011 Meeting: East Central University
Spring 2012 Meeting: Northwestern Oklahoma State University
- VIII. News and Events:
 - a. Oklahoma Research Day 2011 will take place November 4 at Cameron University. Speakers from NASA and another organization (TBA).
 - b. OSRHE Summer Grant Writing Institute application deadline has been extended to April 20.
 - c. All 14 Oklahoma community colleges have developed a consortium to apply for a grant through Department of Labor. (Trade Adjustment Act Community College and Career Training Program or TAACCCT). It is tailored after the Reach Higher program, and is called OK Works.
 - d. Camille Holt is leaving NWOSU. She is going to be the principal at Shattuck Elementary School in Shattuck, Oklahoma. The Fall 2011 CGR meeting was originally scheduled to be at NWOSU, but Camille requested that it be moved to the spring meeting for ease of transition for her replacement. Camille thanks CGR, and CGR congratulates her and wishes her well in her new endeavors.
- IX. Adjournment
 - a. Adjourned at 12:15 pm.
- X. Lunch, with entertainment provided by Southeastern Oklahoma State University's *CAT5* vocal jazz ensemble.