

University of Memphis Research Council (UMRC)
Meeting Minutes
Thursday, May 2nd, 2019
UC 261 Senate Chamber

Members in Attendance: Mehdi Amini, Abby Parrill Baker, Gayle Beck, Gary Bowlin, Colin Chapell, Remy Debes, John Evans, Ali Fatemi, Ryan Fisher, Alfred Hall, Cody Havard, Stephanie Ivey, Satish Kedia, Katherine Lambert-Pennington, Jim Murphy, Brandt Pence, Chuck Pierce, Sarah Potter, Sajjan Shiva, Tom Sutter, Brian Waldron, Steve Zanskas, Hongmei Zhang

Members Absent: Lynda Black, Cheryl Bowers, John Gnuschke, Wilfried Karmaus, Santosh Kumar, Erno Lindner, Annapoorna Mary, Chrysanthe Preza, Kevin Sanders

Meeting Called to Order 2:04 p.m.

Opening Remarks from Dr. Dhaliwal for push to Carnegie R1 Status

Dr. Dhaliwal welcomed and thanked the Council for their attendance. He then reminded the council of the big push to become a Carnegie One (R1) School.

Consideration of Minutes – February 6, 2019

One correction in Dr. Dhaliwal’s opening remarks regarding the minutes: referenced website should be **Chronicle** not Carnegie.

- Moved – John Evans
- 2nd – Steve Zanskas

Board approved with correction.

Division News and Upcoming Initiatives – Dr. Dhaliwal

Dr. Dhaliwal reminded the members of the Council of the monthly newsletter and urged them to submit any news they want featured related to Research and Innovation to research@memphis.edu, Deborah Hernandez (dhernndz@memphis.edu) or Mary Ann Dawson (mdawson@memphis.edu). He also asked the council to help get the message out about all that we are doing at the University of Memphis through research and innovation by sharing the newsletter with their colleges, advisory board and outside contacts. The University research and innovation should be publicized.

Dr. Dhaliwal mentioned Career Award and the recent reorganization of the Division of Research. Some of the changes include the selection of Deborah Hernandez as Associate Vice President-Research and Sponsored Programs and the promotion of Stephanie Thompson as Manager-Office Sponsored Programs. In the next few months there will be additional changes to the Division of Research (the existing offices of Research and Development and Sponsored Programs). The main priority for making these changes is to provide faculty with excellent service.

The division rolled out a \$1.9 million program to invest in PhD students in STEM programs. For the university to be eligible for the Carnegie 1 status, these students must graduate in 4 years. Our university is short of postdocs and research staff. Dr. Dhaliwal encouraged council members to include postdocs in their proposals for funding. We're working towards bridging that gap and growing that area within the next 12 months. On May 15th, we will announce a partnership with a community organization, Epicenter. Epicenter will provide \$510K to fund 6 postdocs interested in spinning off a company using one of our patents. Additionally, Green Mountain Technology (located in our CommuniTech Research Park) is also funding a postdoc in Computer Science.

Deborah Hernandez and Bridgette Decent (OIR) are collaborating to see how we classify research staff across campus.

Research and Innovation Staff Updates

Deborah Hernandez – AVP Research and Sponsored Programs

- The office is working with OIR & B&F on the counting aspect of postdocs. There will be no E-class changes in our personnel system but somehow capture the research assistant professors who are 100% research but not being counted. They are doctorally prepared working on research and for Carnegie purposes, they should be counted as research staff and not as faculty.
- A new budget template (more user friendly) is ready and will be rolled out on our website on July 1st.
- Help Hours started in January 2019 across campus. It was marginally successful, so the initiative will be reviewed this summer and will resume in the fall.
- The Research and Networking Breakfasts held this spring semester have been highly successful. Plans are to continue the events into the fall of next year.
- Need recommendations on how we move forward and what things should look like. We are losing a few more valuable players, Mary and Heather, so we are going to be stretched this summer. We want to be intentional on providing the kind of services our faculty want and that are appropriate for us to provide.
- An electronic (anonymous) suggestion box will be set up for feedback. A survey will be distributed asking people to provide the top 5 things they would really like to have as a service.

Beverly Jacobik –Sr. Associate Director- Research Compliance

The office works in 5 different areas:

- IRB (Institutional Review Board) – 1,070 reviews so far this fiscal year. Regulations changed in January 2019 regarding expedited reviews requirement and effective June 1 we will no longer have a designated expedited reviewer. We will now pull reviewers from our board members. Contact the office (irb@memphis.edu) for more information about the review process. Also, we are now working with a HIPAA (Health Insurance Portability and Accountability Act) task force and HIPAA our consultant from the University for researchers about using (PHI – Protected Health Information). Anyone who is interested in being included in the talks, contact the office (irb@memphis.edu) for more information.
- IAUCU (Institutional Animal Care and Use Committee) has a new process for submitting protocols. We're going to have access to additional standard operating procedures available on the UofM Drive, available only to UofM faculty, staff and students. We are also developing an OHS (Occupational Health & Safety) program in collaboration with Al Simpson, Director of EH&S (Environmental Health and Safety) and UTHSC.
- (FCOI) Financial Conflicts of Interest – 275 disclosures have been processed so far this year. Our list contains 425 investigators hopefully representing all kinds of responsible research coming through our office.
- RCR (Responsible Conduct of Research) the Research Misconduct Policy is underway. There are extensive procedures with the existing policy. The new policy (coming this fall) is expected to be very minimal.
- Export Controls – we hope to have a UMRC task force to work on a new policy after research misconduct is complete.

Cody Behles – Assistant Director Innovation-FIT

- Research awards were announced for two of our Research Clusters and the first round of funded projects for the next fiscal year (more information will be available in the May newsletter):
 - Data Sciences – Directed by Drs. David Kemme and Vasile Rus
 - Agriculture and Food Science Technologies – Directed by Drs. Duane McKenna and Pratik Banerjee
- The team has also been working with the Research Park and Ted Townsend's team. The Green Mountain Technology footprint was launched last month. They are now located in the CommuniTech Research Park. The University of Memphis recognized Green Mountain Technology (GMT) for its commitment to innovation and the Memphis community through its involvement in the CommuniTech Research Park with the first Innovation Award at the soon-to-be annual Partner for UM.
- There are multiple other projects involving various teams.

Task Forces Updates/Reports

- **Engaged Scholarship** (Dr. Dhaliwal)

Charlie Santo presented during our last meeting about Engaged Scholarship. We are holding off on a full report for this task force as they are in discussions with the Provost Office about supporting the scholarship funding as they have done in previous years.

- **New Task Force: Research Centers, Institutes and Labs**

Members were referred to the Center, Institute, or Bureau (CIBS) Authorization Request form previously used by the administration (VPR & Provost) when we were governed by TBR. Now that we are an independently governed organization, it is up to us to decide how we want to identify, solicit applications for and select those classify the entity's that are University governed centers. The basic approval process has not changed over the last 20 years. It will now be the responsibility of this task force to take a look at how we authorize centers.

Per the review process defined through our SACS Accreditation and our transition from a TBR governed to a locally governed institution, the Division of Research and Innovation is responsible for reviewing requests for designation as a university center and for the annual review of these centers. This review is designed to permit assessment of progress towards the mission/goals of the CIB through review of both quantitative and qualitative information. The report should include the information (referred handout in meeting packet). This is required by SACS unless we submit a change report. Please contact Deborah Hernandez if you have questions.

This new Task Force will look at the form, the SACS process, the annual review, and make comments or feedback to help us with a process to conduct this 3-year comprehensive agreement.

The new members for this Task Force are: Drs. Stephanie Ivey, Chuck Langston, Sarah Potter and Brian Waldron. Chuck Langston was asked to take the lead, call the first meeting and decide who will lead the group. Deborah Hernandez assigned as convener.

- **Council Bylaws** (Leader, Dr. John Evans)

Dr. Evan presented the new Bylaws. The initial meeting in February noted clerical errors and editorial remarks. The committee has reviewed these issues and the final documents was distributed to members ahead of the UMRC meeting for review

Dr. Kim Oller mentioned that IIS was not mentioned in the document. Drs. Evans and Dhaliwal addressed his concerns.

Dr. Colin referenced pg. 2, 3rd item and mentioned that the University College is missing from that list. Dr. Dhaliwal addressed that the 2nd list specified is based on research funding brought in by the college.

There were no additional questions, so Dr. Dhaliwal asked for a motion to approve the Bylaws. Dr. Abby Parrill moved to accept and was seconded by Dr. Steve Zanskas. The committee was all in favor for the approval of the Bylaws by show of hands; none against; no abstentions. Approved.

- **Research Policies: Sponsored Programs, Grants, Contracts & Agreements** (Leader, Alfred Hall)

Dr. Hall shared the Task Force update and recommendations: Maintaining current Policy RE 7000 – Sponsored Programs, Grants, Contracts and Agreements, developing corresponding Guidelines and Resources to aid in the implementation of practices and procedures of RE 7000, small grants (>\$5000), grants vs Gifts (different procedures?), responsibility for renewals (OSP & PIs). processing extension request, coding staff appropriately for research purposes.

The Task Force reviewed the following institutions: LSU – Principal Investigator (PI) Quick Reference Guide for Sponsored Project Administration, UT-Austin – Handbook of Operating Procedures, and George Washington University

The next steps for the Task Force are to develop draft guidelines based on similar examples (faculty-friendly document) and to collaborate with OSP Staff to prepare formal document for consideration and review in Fall 2019.

- **Strategic Research Plan** (New Leader, Brian Waldron)

Dr. Brian Waldron presented a detailed update of the Task Force work. His recently updated PowerPoint presentation will be emailed to all the UMRC members following the meeting.

Dr. Waldron reiterated the goal of the UofM to reach Carnegie R1 status within an aggressive yet reasonable timeline (5 years) targeting specifically those metrics(PhD graduations numbers, post-doc positions , research expenditures) that are inhibiting our attainment of R1 status.

Dr. Waldron presented a reality check about the strategic plan and what actions would be necessary: Targeting STEM fields, change from the status-quo on funding decisions, faculty hiring and other resources allocation, current external research funding levels do not produce enough IDCR to spark research and support growth initiatives, University administration participation, paradigm shift (reallocate internal-funding support specific successful programs , deans should be part of the solution, state funds are unlikely.

Dr. Waldron stated that the strategic plan should strive to include non-STEM research, protect non-STEM departments and programs, and reinvest in groups impacted by R1 focus post attainment.

Dr. Waldron suggested the creation of four R-Clusters or Research Clusters with central themes, identifiable external funding, STEM-centric, base operation funded by SRI, R-

Clusters could be built off past successes, and with the expectation to become research powerhouses in the University (see PowerPoint for additional information). R-Clusters would be suggested by faculty to Vice President of Research for consideration. Finally, there should be a system of check and balance with the R-Clusters support funding contingent upon receiving external funding.

This presentation sparked several questions and comments: Post docs, funding, cluster hiring, upper administration moves (i.e. School of Nursing), moral obligations, budgets, F&A / F&A fixed rates, and IDCR distribution model. All were addressed by either Drs. Waldron or Dhaliwal. Dr. Dhaliwal noted that these conversations are very meaningful, and he likes to present their outcomes to the President's Council.

Open Forum/Other Business

For the fall meeting, Dr. Dhaliwal proposed a presentation for the F&A model as our funding comes from federal dollars. Following the UMRC May meeting, a document explaining F&A rates will be shared with all the members.

Dr. Dhaliwal thanked all the Task Forces and everyone for their input and for attending today's meeting. He is pleased with the first year of the findings and conversation. There is a clear vision as to what the research goal should be, and he encouraged everyone to contribute to that goal.

Deborah Hernandez and Dr. Dhaliwal recognized Heather Winters and Mary Earheart Brown for their years of dedicated service and contributions to the Offices of Sponsored Programs and Research.

Meeting adjourned at 3:30p.m.