

**CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
RESEARCH AND GRANTS COMMITTEE**

MINUTES OF MEETING: September 10, 2021 APPROVED BY COMMITTEE: October 8, 2021
Sub. to Exec. Comm. October 14, 2021 Approved by Exec. Comm. _____
Sub. to Acad. Senate _____ Approved by Acad. Senate _____
POLICY ITEMS: _____

Members Present:

Karin Crowhurst (Chair), Christopher Higgs, Jacob Hinkel-Lipsker, Minsung Kwon, Magdy Rizk, Joanne Scillitoe, Maryam Tabibzadeh, Andrew Weiss, Kyle Dewey

Members absent:

David McCarty-Caplan, Ivor Weiner

Staff:

Christopher Sanford (Executive Secretary), Naty Palos (Recording Secretary)

Guest:

Danielle Spratt

I) Call to order

- Meeting called to order by Karin Crowhurst at 10:00 a.m.

II) Announcements

- **Welcome to new committee members**
Crowhurst welcomed the existing members and new members of the committee and asked members to introduce themselves.
- **Welcome to Dr. Chris Sanford, the new AVP of Research and new Executive Secretary of our committee**
Crowhurst introduced Dr. Chris Sanford, newly appointed Executive Secretary of the committee and new AVP Sanford of Research and Sponsored Programs. Sanford provided a brief background of himself and thanked the committee for their service.
- **Senate Executive Committee Liaison – Dr. Danielle Spratt**
Crowhurst introduced Dr. Danielle Spratt, the newly appointed Senate Executive Committee Liaison. Spratt is a faculty member from the Department of English and also serves as Chair of the Graduate Studies Committee. Spratt is assigned to review the minutes for any new policies or policy recommendations to send to the Senate Executive Committee. She read the committee’s charge and thanked all members for their service.
- Crowhurst mentioned that the May 14, 2021 meeting minutes were approved by email after the May meeting with the prior committee members and there were no minutes to approve at this time.

III) **Ongoing Business**

- **Recap of faculty forums that were held in May – what were they key ideas and perspectives from the participants**

Crowhurst provided an update and shared a powerpoint presentation to review and discuss with the committee the outcome of the faculty forums held in May. Discussion that took place at the forums included Indirect Costs (IDC), also referred to as facilities and administrative (F&A) costs, and how funds are used, and the Large Grant Policy (LGP). Crowhurst mentioned that the committee will have access to the presentation. It was suggested that the information be shared with faculty that participated, and possibly with those unable to attend; the document should possibly include action items to address changes to the LGP or use of IDCs. Crowhurst mentioned that discussions on these items will be revisited at the October meeting and thanked those who helped with the forum.

- **Next steps with respect to policies on the use of IDC funds?**

Crowhurst asked the committee to come prepared to continue discussions and what we want to focus on how and how to proceed going forward at the October meeting.

- **Discussion of April grant review – what worked, what changes we might want for the future RSCA RFP and/or rubric.**

Crowhurst mentioned there was a discussion at the May meeting regarding issues/concerns that came up during the RSCA review in April and if anyone had any thoughts/updates to the rubric. One suggestion was creating a budget template to provide more details for justifying their release time. She asked the committee if they had any additional thoughts or ideas for the RFP. Discussions will continue at the October and/or November meetings.

IV) **New Business**

- **Review expectations of committee members**

Crowhurst reviewed the Research and Grants Committee Resolution for Minimal Expectations of Members for AY 2021-2022 with the committee. Crowhurst asked the committee if they had any questions regarding the resolution. The committee agreed and approved the expectations/resolutions presented by Crowhurst for the AY 2021-2022.

- Crowhurst followed up with the committee on one of the newly added expectations:” *Act as an active liaison to the associated college, including communicating the actions of the committee with respect to new opportunities, new policies, or other important activities in a timely manner*” and how to better represent your college and the visibility of this committee. Members offered some suggestions e.g., create a canvas page with information of the R&G committee, attend your college meetings as a liaison to better communicate the role of the committee or a brief email to faculty. Crowhurst will come up with a list of bullet points for the committee to review and decide how to distribute more broadly.
- **Discussion of other priorities for this year**

Crowhurst provided a quick update and mentioned that the R&G committee has a pseudo-endowment that provides funds yearly for the committee to use to support Research and Grants related purposes. In previous years it would be used to supplement RSCA awards. She mentioned that last year some of the money was used to supplement microgrants for anyone whose research was impacted because of the pandemic and approximately 27 grants were funded at about approximately \$1000 each. She asked if there were any

thoughts on how to use the money. Suggestions included, to use to support student research, or have faculty apply to help pay for students conducting research, new research ideas that would engage students to apply for research in the near future.

- **New type of microgrant?**

Crowhurst asked if there were any thoughts on a new type of microgrant. It was suggested to increase the amount of the grant which would help faculty support student research which may lead to more applications being received and awarded.

V) *Adjournment*

- Meeting adjourned at 12:00 p.m.