

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

MINUTES OF MEETING: September 11, 2020 APPROVED BY COMMITTEE: October 9, 2020

Sub. to Exec. Comm. October 9, 2020 Approved by Exec. Comm. \_\_\_\_\_

Sub. to Acad. Senate \_\_\_\_\_ Approved by Acad. Senate \_\_\_\_\_

POLICY ITEMS: \_\_\_\_\_

**Members Present:**

Karin Crowhurst (Chair), Michael Bryson, Minsung Kwon, David McCarty-Caplan, Michelle Rozic, Joanne Scillitoe, Maryam Tabibzadeh, Andrew Weiss, Ivor Weiner, Kyle Dewey

**Staff:**

Sheree Schragger, Naty Palos

**Guest:**

Elizabeth Sussman

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**I) Call to order**

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

Crowhurst welcomed new and existing committee members and each member introduced themselves.

**II) Announcements**

• **Senate Executive Committee Liaison – Dr. Elizabeth Sussman**

Crowhurst introduced Dr. Elizabeth Sussman, the newly appointed Senate Executive Committee Liaison. Sussman is from the Department of Family and Consumer Sciences and is an Associate Professor of Nutrition. Sussman is assigned to review the minutes for any new policies or policy recommendations to send to the Senate Executive Committee. She read the charge to the committee and thanked all members for their service.

**III) Ongoing Business**

• **Discussion of Intellectual Property policies**

Crowhurst mentioned that towards the end of the last semester the committee was asked to review a draft of the new campus Intellectual Property policies. There were a few questions that were brought up at the last meeting and it was decided to revisit the discussion in the fall semester. Sheree Schragger mentioned she would like to invite Sherrie Hixon from the office of Research and Sponsored Programs to the October meeting to continue the discussion and answer any questions the committee has pertaining to the policies. The committee will continue to review the policies and discuss at the October meeting.

**IV) New Business**

• **Review expectations of committee members**

Crowhurst reviewed the Research and Grants Committee Resolution for Minimal Expectations of Members with the committee. A couple of minor revisions were made to the resolution and all members agreed with the revised expectations/resolutions presented by Crowhurst.

• **Discussion of new CSU sustainable procurement policy (draft) and its implications**

Crowhurst asked the committee if they had a chance to review the draft policy. She mentioned the policy was written by the Chancellor's Office to set goals towards

sustainability at all CSU campuses. All comments are due to the Chancellor's Office in November, but Schragger mentioned that the comments need to be consolidated at each campus and submitted by her or the Provost. A member asked if this is considered to be a mandate. Schragger said it is an auditable mandate and our campus undergoes regular audits from the Chancellor's Office in different areas. This policy will pertain to purchasing and will apply to all the auxiliaries, including TUC where grant related purchasing is done. The committee discussed how it would affect their colleges. Crowhurst and Schragger will prepare a summary document that will represent how colleges will be impacted and distribute to the committee for their comments.

- **Discussion of (possible) temporary grant program**

Crowhurst mentioned that there is a quasi-endowment that provides funds yearly for the committee to use to support Research and Grants related purposes. Last year the committee decided to use some funds to supplement the RSCA awards. She mentioned that the funds can be used every year towards RSCA but would like to have a discussion on how to further use the funds. One suggestion was to consider using it for anyone whose research is being impacted due to the current budget cuts relating to the COVID pandemic. Another suggestion is to set up an emergency temporary grant program and have faculty apply for the grants. The committee will come up with some guidelines to consider for an emergency grant program. Crowhurst asked the committee to suggest what the amount of the grants should be and how many should be awarded. The committee agreed to fund approximately 30-40 awards at \$1000 each.

Crowhurst mentioned that because of the current COVID pandemic there are some faculty members that were awarded RSCA grants whose budget included funds for travel or other activities that cannot currently be spent because of COVID-related restrictions. The question is what we want to do with the numerous grants that cannot be used in the manner proposed, and should the PIs be allowed to request alternative ways to spend the funds and/or request an extension. The committee also discussed what was the permissible maximum length of the extension if requested. Schragger mentioned that in the past one-year extensions have been granted. She will ask at the upcoming Fall CCRO meeting in October and expects the Chancellor's Office will be open to longer extensions. Crowhurst suggested that the committee reach out to their colleges' RSCA awardees to ask if they are being affected by travel or other restrictions, and to let them know they can contact the college representative or RSP if they have questions.

V) **Adjournment**

- Meeting adjourned at 12 p.m.