

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

**MINUTES OF MEETING: November 13, 2020 APPROVED BY COMMITTEE: December 11, 2020**

**Sub. to Exec. Comm. December 11, 2020 Approved by Exec. Comm. \_\_\_\_\_**

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

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

**Members Present:**

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

**Staff:**

Sheree Schrager, Naty Palos

---

**I) *Call to order***

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

**II) *Approval of October 9<sup>th</sup>, 2020 minutes***

- Minutes unanimously approved

**III) *Announcements***

- **CSU sustainable procurement policy – status update**

Sheree Schrager provided an update and mentioned that the policy was discussed at the October 22 Council Chief of Research Officer's (CCRO) meeting; one of the authors of the draft policy was in attendance and open to feedback. She mentioned that the CCRO has put together a pretty strong and detailed response but are still collecting individual feedback from faculty on each campus. The current draft, which is dated October 2<sup>nd</sup>, is provided and an Excel template is being circulated to provide your feedback. You can share the file with your colleagues, department chairs and deans. Schrager would like all feedback submitted to her by November 30, in order to have time to assemble it all, share it and discuss with the Provost before submitting it back to the Chancellor's Office by the December 18 deadline.

**IV) *Ongoing Business***

- **Update of the Microgrant Programs**

Crowhurst mentioned that the announcement went out regarding the Microgrant program and proposals have been coming in. She mentioned there have been fewer proposals received than she thought and asked the committee to send out a reminder message to their colleges letting faculty know that this program exists, and funding is still available. Crowhurst thanked the committee for reviewing and voting on the proposals that have come in thus far.

- **Review/Discussion of Jerome Richfield Nominees**

Crowhurst mentioned that two applications were received this year and asked the committee if they had any questions or comments regarding the two nominees. The committee agreed that both nomination packages should be forwarded by Schrager to the Provost's office. The Provost will make the final decision.

- **Discussion of Intellectual Property policy**

Crowhurst reviewed and discussed the policy with the committee. She mentioned that Sherrie Hixon went through the document and incorporated the comments the committee provided at the October meeting. The committee had additional comments/revisions to the policy. Crowhurst mentioned since there are still revisions to be made if the committee would like to hold off voting and vote on the final version electronically. Schrage will incorporate the changes and distribute an updated version to the committee for their final review and approval. The committee agreed to vote electronically after all revisions are incorporated into the final document. Once finalized, the policy will be sent to the CFA and then the Faculty Senate for their review and approval.

**V) New Business**

- **Discussion of the RFP for RSCA**

Crowhurst mentioned there were some questions that came up last spring regarding RSCA and wanted to have a discussion on RFP guidelines and rubric for RSCA. She would like to send out the call for proposals campus-wide within in the next couple of weeks. The committee reviewed and discussed the guidelines and rubric scoring and incorporated changes discussed. Crowhurst will finish incorporating the changes and distribute to the committee for their review.

**VI) Adjournment**

- Meeting adjourned at 12:00 p.m.