University Research Council
March 15, 2022
4:00 p.m. – 5:30 p.m.
Approved

Present: Becki Battista, Elaine Berry, Megen Culpepper, Karen Fletcher, Soo Goh, Adam Hege, Christine Hendren, Marie Hoepfl, Charna Howson, Ann Kaplan, Ece Karatan, Gary McCullough, Mina Min, Deb Paxton, Jenny Tonsing, Heather Waldroup, Twila Wingrove, John Wiswell, Rebecca Witter

Excused: Alecia Jackson, Abhi Ramalingam

Staff: Kate Hoffman

Absent: Andrew Caldwell, Christopher Holden

➢ Ece Karatan calls the meeting to order at 4:03 p.m.

NEW BUSINESS

➢ Motion 1 (Soh,Wiswell) to approve the minutes from the January 18, 2022 meeting.
VOTE: 14 – Approved, 0 Opposed, 2 – Abstained. Motion passes.

➢ Motion 2 (Paxton, Fletcher) to approve the minutes from the February 15, 2022 meeting. VOTE: 15 – Approved, 0 Opposed, 3 – Abstained. Motion passes.

The April meeting has been moved to April 26, 2022.

OLD BUSINESS

Working Groups

Group I: Grant Management Support attendees: Becki Battista, Elaine Berry, Megen Culpepper, Karen Fletcher (facilitator), Soo Goh, Christine Hendren, Charna Howson, Deb Paxton

Report out based on summary/big ideas of above conversations:
- Provide additional resources for grant interested faculty

- through a Slack Channel that the URC could 'man' and answer grant related questions, including common application questions - or - put in place Research Champions for each college/department (like IT did for COVID)
- Office of Research could host facilitated conversations about the grants process - less formal than a webinar or presentation
- Make available online checklists for specific grant application procedures
- Make available information (timeline and Infographic) on approximately how much time tasks take (backend administration work and paperwork, and proposal preparation tasks)
- Make available samples of common grant sections such as a diversity statement, institution demographics,etc.
- Provide clear processes on the website for applying for internal grant versus external grants
- Training for staff
- Competitive salary positions for research development and pre- and post- award administration
- Strong URC statement of support of OR staffing needs

Group III: URC Daylighting attendees: Marie Hoepfl, Ann Kaplan, Ece Karatan (facilitator), Twila Wingrove, Rebecca Witter

There is agreement within the group about messaging and revision of the mission statement to include the Council's advisory role to upper administration. Clarify the expectations and strengthen the liaison role between the URC faculty liaisons and their assigned colleges and departments. Frequent meetings with deans and upper administration are suggested. Also, the URC's description in the Faculty Handbook needs to be updated. A proposal for a revised description for the handbook: "University Research Council (URC) advocates for and promotes a culture of research, scholarship, and creative activities at Appalachian State University." It is still in the editing phase. Remove Faculty Handbook language that does not apply or is no longer applicable (ex. human subjects). Add wording that supports infrastructure as a whole.

Group IV: URC Communication attendees: Adam Hege, Gary McCullough (facilitator), Mina Min, Jenny Tonsing, Heather Waldroup, John Wiswell

The general consensus of the members of this group feel that communication is pretty good overall. Some people are confused about the details regarding post-award, buyout, budgeting, and spending. This might be confusing depending on the college and for departments that do not

normally apply. The group suggests adding Google Analytics to the URC website and adding an exit survey to obtain feedback on the process. A research dashboard for OR's website is being created with IRAP.

What does the URC as a whole see are the communication issues? URC has a mission statement [*the University Research Council is to stimulate, encourage, and support research across all segments of the University community. The URC is committed to a broad and inclusive definition of research, including both pure and applied research as well as scholarly creative endeavors. The URC has responsibility for reviewing all proposals submitted to the University Research Council Grants Program*], but not a vision statement. A vision statement may be helpful by showing faculty research, creative activities and scholarship are impacted. In terms of planning, a vision statement can help set goals and then action steps. Maybe we can discuss next year the accuracy of the mission statement or creating a vision statement.

Heather Waldroup suggests a buyout option for time. There is a need for release time. A systematic approach is needed to assist chairs in filling the gaps created by buyouts. Waldroup wants to discuss buyouts as an option for URC grants in the future. Christine Hendren asks if partners of existing employees that are professionals within their fields to be utilized and engaged more with the University. Resources being used for time for course release. Ece says a better understanding of the makeup of URC grants and how the grants are used by certain groups of faculty and not others. Resources need to be located for non-URC grant faculty. Why aren't people applying to the URC? End of year reports are being drafted to share with all of campus.

Announcements

- Campus is transitioning to Cayuse. The human subjects research module will be launched soon. Previous IRBIS projects may be manually uploaded into Cayuse. See https://research.appstate.edu/cayuse for Cayuse updates.
  Join the Research Google group here:
  https://groups.google.com/a/appstate.edu/forum/#!forum/group-research.

- URC reviews due by noon on March 25th.

- Climate Change and Health in Rural Mountain Environments: A Collaborative Workshop is on April 8th from 10:00 am until 4:00 pm in the Plemmons Student Union. This is the

first of a series of five. Please use the following link for additional information and to register:
https://research.appstate.edu/news/youre-invited-climate-change-and-health-rural-mountain-environments-workshop-april-8

- NC Advancing Collaborative Research Excellence (NC ACRE) has a March 22nd webinar on Health Impacts of Climate Change - Maggie Sugg will be presenting along with two others from the UNC System. To register:
https://research.appstate.edu/news/youre-invited-nc-acre-webinar-health-impacts-climate-change-322

- There is a call for proposals for the Research and Creative Activities at Appalachian event on September 23rd. Proposals are due April 13th. For more information:
https://research.appstate.edu/news/2022-research-and-creative-activity-appalachian-event-call-proposal-submissions

- The Annual Celebration of Student Research and Creative Endeavors which will be held in person on April 21st on the 4th floor of the Plemmons Student Union. Abstracts are due by March 18, 2022.

- Join the RIEEE Google Group here:
https://groups.google.com/a/appstate.edu/forum/#!forum/group-research Launched see funding.

- Unique Entity Identifiers (UEI) is a university identifier assigned by the government. Appalachian has one and it will be pre-populated into Federal forms for grant applications. Faculty do not need to worry about applying for one when submitting grants.

Adjournment (Hendren, Howson) at 5:17 pm.