RI ADVISORY BOARD
Approved Minutes

Indiana University of Pennsylvania
October 13, 2010
11:30 am – 1:00 pm – Oak Room A

Present: Beverly Chiarulli, Steve Hovan, Tim Mack, Lisa Newell, Lisa Sciulli, Amber Sherman, Todd Van Wieren, Harrison Wick

Guests: Tracy Eisenhower

1. Meeting called to order by Beverly Chiarulli

2. Approval of Minutes
    - The April 20, 2010 minutes were approved on a Wick/Van Wieren motion with one abstention.

3. IUP Remarks
    - Beverly Chiarulli, Chair – Update since last meeting
        - Introduction of members
        - Explained that the term of membership is normally three years; Dr. Chiarulli's term has expired and the Advisory Board must elect a new chair
        - Distributed IUP-RI schedule of expenditures of federal awards for the past fiscal year and discussed the RI's current budget
            - Dr. Mack explained that the RI is funded by a percentage of the F&A from external grants and by the total F&A from CIMS
        - At the June RI Board of Directors meeting, it was announced that CIMS would become a for-profit institute under the RI.
            - Dr. Mack explained that CIMS has become the Business and Technology Group, under the leadership of Becky Zukowski. They have received long-term funding from the National Guard. As a for-profit institute, they have a stronger incentive to find additional funding. Any liability to the IUP-RI and to IUP should not be an issue because IUP will be held harmless
            - Dr. Hovan asked why this was not discussed with the advisory board prior to its occurrence. Dr. Mack indicated that the RI Board of Directors voted for these deliberations to be confidential. Dr. Mack will express Dr. Hovan's concerns to the RI Board of Directors.
            - Dr. Chiarulli said this change should benefit both IUP and the IUP-RI.

- Tim Mack – Update since last meeting
    - The IUP signed a new two-year affiliation agreement with the RI, with an attached Letter of Understanding, in July 2010. The problems which formerly existed between the RI and IUP have been resolved. The RI can now function as it was originally intended. Dr. Chiarulli asked for copies of the new agreement to be forwarded to the Advisory Board.
    - Hilliary Creely became the Assistant Dean for Research on August 1, 2010. Dr. Creely's job description is different from the former Assistant Dean for Research. Dr. Creely will work closely with IUP's centers and institutes, assist faculty members in writing more effective grant proposals, and help secure more federal grants.
    - The Academic Affairs Strategic Plan calls for a ten percent increase in funded projects. Please announce this to the groups that you represent.
    - The Research website is undergoing a large improvement and will be moved up to one level below the IUP homepage. The Research homepage will include obvious links to the Research Institute, IUP's centers and institutes, and a newly developed faculty expertise database.
    - The position of Executive Director of the RI has been abolished permanently. The RI has a Chief Operating Officer (Mark Berezansky) and Dr. Mack serves as IUP's liaison to the RI. Dr. Mack meets weekly with the RI staff; weekly with the RI staff plus SGSR staff, and representatives from Human Resources, Procurement Services, and Grants Accounting; weekly with the Chair of the RI Board of Directors; and weekly with the RI's Chief Operating Officer. This has allowed him to understand and solve issues as they arise.
        - Dr. Chiarulli said that this was positive news, but there are still issues that have not been addressed or solved.
        - Dr. Mack said some things are not fixable, and others will require more long-term solutions.
    - Dr. Mack asked the RI Advisory Board members to discuss these meetings with the groups that they represent and to contact him if they learn about any problems or complaints.

4. Report from RI
    - Tracy Eisenhower distributed two documents, the Board of Directors' Sponsored Activity Summary Report and the Sponsored Activity Report Quarter 1 Comparison of 2009 and 2010. Awards were down from fiscal year 2008-09 to 2009-10 primarily because state grant funds have decreased as the Pennsylvania budget contracted and the state made less available. However, the first quarter of the current fiscal year (2010-11) shows an improvement over the first quarter of the 2009-10 fiscal year.
    - The RI has adopted a new software program, Pentaho, which is a reporting tool add-on to the current Grants Sense software. This will allow for better reporting and a much improved annual report.
    - The F&A rate for IUP has increased to 50.48% of salary and benefits. The off-campus rate is 22.14%. Dr. Mack said that the F&A rate for universities is determined by the U.S. Department

of Health and Human Services. Waiving indirect costs drives up the F&A rate imposed on other grants.

- The RI is looking for better ways to recognize faculty research achievement. The Fall Reception will not be held this year because of poor attendance for the past several years. Ms. Eisenhower would appreciate any suggestions from this committee.

5. New Business
    - Dr. Hovan will send an email to the RI Advisory Board to ask for nominations for a new chair.
    - The next meeting for the RI Advisory Board will scheduled during the end of November and members will be notified.

Minutes prepared by Jean Serio, Admin. Asst. in the School of Graduate Studies and Research

Respectfully submitted,

Todd Van Wieren, Ph.D.
Secretary
IUP Research Institute Advisory Board