

Centers & Institutes Directors

Minutes: December 16, 2013

C&I Directors present: Dr. Francisco Alarcon, Center for Statistics Education
Ms. Lisa Bash-Ward, Intercollegiate Athletic Institute for Sports Camps
Dr. Robert Boldin, Management Services Group and Small Business Incubator
Dr. Victor Garcia, Mid-Atlantic Addiction Research & Training Institute
Dr. Dennis Giever, Center for Research in Criminology
Dr. Derek Hatfield, Center for Applied Psychology
Dr. Krish Krishnan, Center for E-Commerce and Technology Support
Mr. Steve Loar, Center for Turning & Furniture Design
Dr. Phillip Neusius, Archaeological Services
Mr. Anthony Palamone, Small Business Development Center
Dr. Louis Pesci, Highway Safety Center
Dr. Michele Petrucci, American Language Institute
Dr. Mark Piwinsky, Center for Media Production & Research
Ms. Jane Potter-Baumer, Community Music School
Dr. Amanda Poole, Center for Northern Appalachian Studies
Ms. Jane Potter-Baumer, Community Music School
Ms. Ellen Ruddock, Center for Family Business
Dr. Kenneth Sherwood, Center for Digital Humanities & Culture
Mr. Robert Wilson, Institute for Mine Mapping, Archival Procedures & Safety

Others attending: Dr. Hilliary Creely, Assistant Dean for Research, SGSR
Mr. Peter Luetkehans, IUP Research Institute

Updates

- The five centers that applied for website assistance will be contacted by the Center for Media Production & Research during the spring semester.
- The schedule for the C&I directors meetings during spring semester will be out soon. Please don't hesitate to send agenda items to Dr. Creely.
- The Supplemental Payment form should be available during spring semester. Dr. Creely must present the form to the Council of Deans before it can be approved for use.

New Business

- Mr. Peter Luetkehans, from the IUP Research Institute, gave a brief overview of his background and current responsibilities.
 - Prior to coming to Indiana, PA, Mr. Luetkehans worked as the budget director for Fermilab (U.S. Dept of Energy) near Chicago.
 - At IUP-RI, his work involves grant and contract "prospecting," proposal reviews, and the development of contracts with state agencies.
 - Mr. Luetkehans described the ITQ (Invitation to Qualify) initiative which could provide centers with pre-approval to apply for contracts. Once the initial ITQ is

completed, the process of competing for contract work becomes much quicker and easier. Examples of this contract work are training, consulting, IT, web services, e-learning, and creative ad services.

- Recently the Center for Media Production & Research completed the ITQ and contract application to provide services to the Pennsylvania Game Commission. All of this was done within 30 days. Dr. Piwinsky said the process was much less painful than previous grant applications.
 - Mr. Leutkehans said that the process is straightforward. Resumes and project references are submitted in order to pre-qualify, and related contracts are then available for bidding. The turnaround time is much quicker than with the traditional grant process.
 - Mr. Leutkehans invited the center directors to contact him to discuss this possibility for their center.
 - Mr. Palamone said the contract work would be an opportunity for center collaboration.
- Dr. Krishnan asked about the conflict of interest issue. His center is reluctant to charge for services since the university uses public funds.
 - Dr. Neusius said his center had to demonstrate that they were not using tax dollars to enable them to make lower bids. A contract must contain indirect charges.
 - Any plans to solicit contracts/agreements from non-IUP entities should be reviewed and approved by the appropriate dean or vice president per the Private Industry – University Partnership Guideleines (<http://www.iup.edu/page.aspx?id=144282>)
 - Mr. Palamone said that the RI sends out regular non-specific e-mail lists of grant opportunities and Dr. Sherwood asked if funding could be customized.
 - Mr. Leutkehans can assist C&I directors with Spin Plus, a subscription database service that indexes funding (<https://spin.infoedglobal.com/Home/GridResults>).
 - Dr. Creely said the IUP-RI offers their “Nuts and Bolts” workshop of finding funding opportunities each semester.
 - Dr. Creely said that she has been extremely impressed with Mr. Leutkehans’ ability to find funding opportunities for faculty projects and urged the C&I directors to contact him for this kind of assistance.
 - Dr. Creely thanked Mr. Leutkehans for attending the meeting and discussing these funding opportunities.

Respectfully submitted,
Jean Serio