***Associate Dean Meeting Regarding Research***

*September 12, 2013*

*AMU 254*

In Attendance: Hossenlopp, Jeanne; Gibson, Kevin; Kennedy, Benjamin; Fritsch, Austin; Goldzwig, Steven; Schimmels, Joseph; McGibany, James; Topp, Robert;

Donaldson, William; Fitzgerald, Victoria; Zanoni, Jean;Mandernack, Scott; Soeka, Eva;Caulfield, Jay; Baker, David; Pan, Lawrence; Durben, Kathy

**Strategic Planning Update**

A document from the dean’s retreat over the summer was distributed. It is a draft for working on the Research in Action strategic priority. Much of the upcoming conversation will involve how to engage the campus in discussions.

We will need to improve our numbers for the Carnegie rankings on Research and Development (R&D) expenditures and PhDs awarded; this is an objective of the strategic plan.

We will need to have an open discussion about research strengths on campus and areas for future investment. What is compelling that is going on? How does it cross boundaries? What does it means to be doing interdisciplinary/collaborative research? How can we put the pieces together? The goal is to talk about the process and let faculty know about having discussions. Get their input on how to best get input – e.g., agenda planning, open campus forum events, brainstorm ideas, etc.

News Briefs will provide a link to the first set of progress reports. New reports will come out every two months.

In regard to the Carnegie classification, Marquette doubled its R&D expenditures in the last couple of years by being better at reporting. We need to continue the process of better reporting. This includes both external and internal expenditures. In order to be reported, the funds must be separately budgeted. We can’t count them if they are not separated from the general operating budget. The Comptroller is working on a system for separate account numbers. The job of everyone here is to identify spending that is exclusively for research but might not be labeled that way. Think about internal funds used to support research, particularly those funds coming out of operating budgets. We have figured out how to count research assistants stipends and tuition (over $900,000). In the most recent fiscal year, over $1.5M that hadn’t been counted in the past will be. Travel funds will be counted.

Other institutions do this. And, the target will continue to move. Marquette jumped dramatically in percentile compared to others in FY 2011. Everyone will try to move up in ranking. Rev. Burch, S.J. estimated, based on data for last Carnegie ranking, if everything stayed the same we’d have to get up to $35 million in expenditures to be safe for next category. In the future, we will need to figure out how to spend more on research.

**Individual Development Plans (IDP)**

A handout was provided by Dr. Kevin Gibson. The National Institutes of Health (NIH) is strongly encouraging grantee institutions to ensure that IDPs are developed for their graduate students. Would a checklist or template be helpful? IDPs are designed to help with advising/student career planning. NIH is interested in ensuring that appropriate mentoring is received, that the research experience is meaningful, and that proper career/professional guidance is provided. NIH strongly encourages plans to be in place by October of 2014. Some larger institutions have started using them. To ensure quality experiences, NIH is contemplating potentially not supporting students through R mechanisms, but only on training grants (T series awards, NRSAs, etc.). Engineering currently has something similar to an IDP in place.

**Responsible Conduct of Research (RCR)**

An RCR training will be held this fall – Sept. 13 and 27, and Oct 11. It will be listed as Grad 9953, a non-credit, non-fee program. Students who are paid through federally funded grants only need to do it once while they are a student. Students can also take the course on D2L. Students who successfully complete the course will receive a notation on their transcripts at the end of semester.

**Integrity Initiative**

An honor code will likely be put in place. Students will be involved in its creation and implementation. It may be the case that all incoming students next year may be required to complete integrity training as part of the registration process. The effectiveness of a tutorial was questioned, but it will make students aware of the issue and alert them to resources on campus. Marquette does not have data comparing the university to others nor do we have an internal comparison from five-ten years ago.

**Graduate Student Organization**

TheGSO advocates for all graduate students on campus. It is recommended that students get involved.

**Preparing Future Faculty (PFF)**

PFF offers workshops and professional development/competency training – e.g., D2L, office hours. Graduate students attend a required number of workshops and complete a portfolio. They will get a notation on their transcript. There has been a suggestion made to change the name to Preparing Future Professionals. In fact, the GSO is thinking of changing its name to Graduate & Professional Student Organization.

The Graduate School maintains a website dedicated to student successes. Additional items at the grad level should be publicized; please send any information to the Graduate School.

**Office of Research Compliance (ORC)**

ORC has a new user-friendly website - [www.MU.edu/orc](http://www.MU.edu/orc). There are new forms for the human subjects Institutional Review Board, which should better guide the determination of IRB submission. The forms are on the website.

The animal facility has MOUs between institutions. Marquette’s training is sufficient if faculty are working with other institutions.

In regard to environmental health and safety, policies have been drafted on controlled substances on campus. Controlled substances are reported to the DEA’s office, as a matter of compliance.

If there are any faculty candidates who are planning to conduct research with animals, please have them touch base with ORC.

**Framework for Course Buyouts**

The framework for course buyouts is different within colleges & departments. Clinical courses often have different teaching loads. The goal is for Jeanne to be able to take this issue to dean’s council.

In the College of Nursing, faculty who are tenured or on tenure track teach two courses/semester. If a faculty member seeks a course buyout, 25% is required for one course in one semester. The additional funds go to the College.

This is consistent with what Engineering is doing. Only Biomedical Engineering can afford buyouts.

Extra time to do research is beneficial for promotion/tenure.

In the case of very specialized courses and course buyouts, how do you find other faculty to fill in that spot?

In Nursing, the onus is on the faculty who wants the buyout. This is also the case in Physical Therapy.

12.5% is a general estimate for one course buyout for one semester. If only 8% is recovered, it may still be enough to hire an adjunct to cover the class. Has anyone run into this? These are typically fellowships. The external funding needs to pay the faculty member doing the work proposed in the application, not the replacement person.

**Pre-Award Spending Policy**

With grant funding, money can be spent 90 days prior to receipt. There have been a few cases in the past few months. There is some risk involved – if it goes past 90 days, the college/department will be liable for expenses incurred prior to those 90 days. It is important to understand the risks, but also understand how to mitigate the risks so research can proceed. To date, there has not been an example of where the money didn’t come through.

**Mid-Career Faculty**

There are a lot of faculty sitting at associate level. What is being done? Any programs/successes in how to help them move ahead? Money to travel to conferences outside of their area to learn new skills/build research program.

Nursing - NURS instituted & got approval for periodic closed tenure reviews. These are written and kept in a file.

Engineering – Faculty who aren’t research active aren’t teaching as much as one would think. Research inactivity is determined in part by the number of graduate students a faculty member works with. Faculty also have to report annually on activity.

Business – It is basically the same thing. A review of activity is done annually at time of evaluations.

**Onboarding for New Faculty**

The new faculty are off to a good start. How do different areas provide orientation for new faculty?

Engineering - In Mechanical Engineering the new faculty makes visits to designated people and there is a set of questions to ask. The faculty member sets the schedule.

Nursing – New faculty meet with the Associate Dean for Research and work out research goals through the year, determine clear trajectory of research, convey expectations. Faculty are matched with an internal mentor, external if they want.

Arts & Sciences – Orientation is left up to the departments.

Communication – There is mentoring sometimes through the university program.

Education - Department chairs orient new faculty. They are also assigned a peer mentor.

**Assignment of Intellectual Property Rights**

The new IP policy was approved last April. All employees need to prospectively assign IP rights to MU. To date, 56% of all personnel affirmatively responded. Another email will go out at the end of the month to those who have not yet responded. Workshops/presentations are being developed to take to units. There is an IP email box for any questions.

The university is really trying to boost the tech transfer program. One recent success is an exclusive license agreement with Badger Meter. ORSP reports are online and are restricted to campus. Tech transfer information has been added to monthly reports.

**Tech Transfer Training Updates**

Four video modules on early stage protection have been developed and posted on the ORSP website; two more are under development. Tim Keane is holding a workshop on Nov 12 on Starting a Startup. An MU alum will be coming on November 21 to give a presentation to faculty. A workshop on the SBIR/STTR program is planned for spring.

**Forward Thinking Poster Session and Colloquy – December 3**

The Forward Thinking Poster Session and Colloquy will be held on Dec 3. Some colleges are offering matching award funds. Entrants must be faculty/student teams. The session will run from 1:00-3:30, with a reception from 3:30-4:30. Guidelines and other information is available on the ORSP website.

**Library Resources**

How are units dealing with e-publications?

The library is looking at uses of databases/e-journals and the cost per use. More is being taken from operating budgets and this may result in more cancellations in the future. Now, many units are getting by relying on document delivery. If an item is not in house, ILL will deliver it within one day. The capital budget has only gone up minimally. The library tries to spend all of the capital funds each year. There is a three-year plan of reducing capital. We need to back the library on this.