

MTU Research Advisory Council
December 9, 2002 - 11:00 am
Room 510 Admin
Minutes

Present:

Dave Reed, Vice President for Research	Don Beck, Sciences & Arts
Neil Hutzler, Assoc Dean, College of Engrg	Pat Martin, Sciences & Arts
Peg Gale, Assoc Dean, SFRES	Soner Onder, Sciences & Arts
Casey Huckins, Graduate Faculty Council	Anita Quinn, Research & Sponsored Programs
Dave Karnosky, SFRES	Julie Seppala, Research Accounting
Terry McNinch, College of Engineering	Joanne Polzien, Vice Pres. for Research Office

1. Approval of November 11 Minutes

The minutes were approved as submitted.

2. Future Topics clean-up

- a. Sponsored Sabbatical Issues - currently being addressed in Senate Research Policy Committee. This topic will be brought to the RAC after response from the Senate Research Policy Committee.
- b. Consultation Classification
With input and review by RA, RSP, HR, Purchasing, and Provost this document was created for guidance. It is important to have this process and definition in place for use during the budgeting process. Should be reviewed through HR before the proposal is submitted.
- c. Insurance Liability for off-campus projects
Information was distributed regarding liability insurance per Janet Hayden. A couple of questions arose regarding 1) projects that require liability insurance - e.g. ozone/air emissions; and 2) if research information is given and something happens are we covered?. Anita will talk to Janet for clarification.
- d. Intellectual Property Agreements
Dave Reed reviewed several charts; 1) Invention disclosures (large number is 2002 is sue to senior design and enterprise programs); 2) Patents issued/filed in US & Foreign (approximately 30 in 2002); 3) License agreements (these are for new agreements, the large number in '98 and '99 was clearing up a backlog, mid teens are expected this year.) 4) Gross royalties; 5) Royalties paid to inventors (the amount varies from year to year, **a** is returned to the inventors personally); 6) Royalties paid to departments (1/4 on average). The rest underwrites patent activity - nothing goes to the general fund or to the research department). We don't license to make money - we do licence to build relationships with sponsors. Glenn Mroz proposed a modification to the distribution to maintain the **a** return but there have been no changes yet. Only two licenses go above the \$180,000 threshold.

There are three steps in monitoring: disclosure, patent application and issue, IP licenses. Jim Baker and Pete Radecki are meeting with different groups regarding IP issues.

e. F&A rate (on/off campus definition)

Anita explained how RSP uses the definitions for F&A rate. Field rate was clarified to include a "facility that MTU doesn't own." This doesn't have anything to do with paychecks, only that MTU buildings/lights are not being used.

3. **Internal Guidelines for Budget Modification Requests**

Will be addressed at next meeting.

4. **Education on Integrity**

Will be addressed at a future meeting.

5. **Mentorship**

Neil talked about the COE mentorship program:

- a) in it's fourth year
- b) monthly luncheon seminar series (invites go out across campus)
- c) covers promotion, tenure, teaching practices
- d) brought J. Moody to campus during orientation week (led discussions around various scenarios)
- e) the next step is for the mentor/protege to come up with a contract for a program

Soner had comments from an untenured faculty perspective -

- time management
- how to get around - where to go for what
- how to find people to collaborate with
- how to fit into dept
- contribute to the university
- general professional mentoring
- grant dept (how to get external funding, who has successful grants, getting to know agencies, how to submit proposals, how to write a successful grant, what agencies are interested in your work, what dates to be watching for, internal funding, MTU people serving on NSF, relationships between corporations and MTU)
- how to pipeline a student & manage work
- grant management - how to use, when to use
- financial responsibilities - how to handle overspending/underspending
- orientation - dense - too much, too fast
- each dept has own orientation
- RSP target different depts/schools (agencies expecting grants differently)
- inventions - where to go, when to disclose, how to decide idea is important
- when to say no
- women and minority issues

He will send his comments for RAC review.

Other member comments included:

- a) there is no place for faculty to get together (informally) to talk - no faculty lunchroom
- b) business mentors are needed
- c) a forum is needed where young faculty can meet experienced faculty
- d) keep separate - management vs. mentorship
- e) hearing is not understanding!
- f) a lot of people don't know they can call a program manager for info
- g) retention of new faculty is important
- h) researchers share proposals - how to write

6. **Other**

JANUARY 13 MEETING WILL BE HELD IN ROOM 226 ADMIN