

**MTU Research Advisory Council**  
**February 12, 2002 - 11:00 am**  
**Room 305 Admin**  
**Minutes**

***Present:***

Dave Reed, Vice President for Research  
Anita Quinn, Research & Sponsored Programs  
Bruce Rafert, Graduate School  
Julie Seppala, Research Accounting  
Don Beck, Sciences & Arts  
Pat Martin, Sciences & Arts  
Soner Onder, Sciences & Arts  
Neil Hutzler, College of Engineering

Klaus Weinmann, College of Engineering  
Terry McNinch, College of Engineering  
Marty Jurgensen, Forestry & Wood Products

***Other:***

Joanne Polzien, Vice Pres. for Research Office  
Mary Durfee, Graduate Faculty Council

**1. Approval of January 15 Minutes**

The minutes were approved as submitted.

**2. Adjunct, Retired, or Emeriti Faculty - Serve as PI/Co-PI**

Discussion on wording of new paragraph 3. It was accepted as written. It was decided to modify paragraphs 2 and 4 to remove the word "normally". In paragraph 2 replace with "In most cases".

**3. IRB Review Fee**

The group agreed with the need to put this practice in place and approved the memo to deans and chairs.

**4. Transfer of Unexpended Balances**

Julie reviewed this process. These dollars do not show up as research dollars - they are not expended. The main concern is not so much with small contracts, but more with the larger ones and it is our issue, not the sponsors. Should there be a change in policy to encourage correct budgeting? Are the chair/dean aware of transfers? A line for their signature will be added to the Request for Mod form (for transfers only). If over 40% is left to be transferred, the chair/dean needs to sign the form. Is everything being expensed correctly? This discussion will be put on hold until effort reporting is addressed.

**5. Streamline Graduate Student Payroll/6. Graduate Student Pay - Level/Hourly**

Bruce talked briefly about these subjects and said he is looking for input on what this group needs clarification on. Some issues: it is a problem to standardize; per OMB we need to be consistently paying the same; would like to separate stipend, tuition, fees; in-state and out-of-state tuition (Bruce will supply Board of Control Policy); if a student is working on thesis work - s/he needs to be on stipend (in-state tuition); general fund account pays the difference between in-state and out-of-state tuition. Anita would like to see this put on a matrix to work from. This topic will be addressed at the next meeting.

**7. Other**