

# MTU RESEARCH ADVISORY COUNCIL FEBRUARY 23, 2005

## MEETING MINUTES

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Dave Reed opened the meeting with his vision of the RAC committee becoming more involved in campus issues and policy changes. He would like to see the RAC committee members bring forth items for discussion, and then form sub-committees, which would address issues of interest and schedule meetings with Departments to gather additional information and try to resolve the issues.

### Handouts

- ❖ Graduate Research Fellowship Funding Levels Memo  
Maximum funding levels for GRA's were raised to \$31,500, see handout.
- ❖ BOC report 2<sup>nd</sup> quarter 2005-see handout

Dave also provided some additional figures:

- Federal awards are up 38% from the 2<sup>nd</sup> quarter of FY 2004.
- Total awards are up 25% from the 2<sup>nd</sup> quarter of FY 2004. Some of these increases are due to the delay of the Federal budget cycle.
- Research Expenditures are also up from \$14,523,848 in FY '04 to \$18,126,024.
- External expenditures are up 11% over the first six months of FY'04.
- Through December 31, 2004 the facilities and administrative cost recovery is on-track to achieve the estimated increase in the budget.

### Topics for Discussion-carried forward from 2004

- Distance Education-Dave Reed provided an update:  
SEP will now be working with RSP to assist in proposal processing. There will also be a contract analyst on staff to provide support and part of Lynn Artman's focus will be on foundations. The academic portion of Distance Education will shift to the Departments and they will work with the Dean of Distance Learning on implementation.
- Institutional Conflict of Interest-Joanne Polzien provided an update:  
Policy language and new forms are being developed. She will keep the committee informed on the progress.
- Education on Integrity-Joanne Polzien provided an update:  
Joanne will be teaching a one-credit 7-week course this summer Responsible Conduct of Research. Joanne will provide the course information to the RAC committee, Graduate Faculty Committee, and Graduate Student Council via email.

- F&A rate- Student Support- Cathy will look at the past RAC minutes to determine what this issue actually was, and why it was important to the RAC members.

### New Topics for Discussion

- Credit Card restrictions on paying for travel – Kurt Pregitzer

Currently, Airline tickets cannot be charged to the University Procurement card. This policy leaves the person traveling with two options: charging it to their personal credit card, or making the flight arrangements through Superior Travel, and paying a processing fee. If the University policy could be changed to allow travel to either be charged on the current procurement card, or obtain a second travel procurement card, the University could save money on the processing fees, and it would allow travelers to purchase cheaper tickets via the web. Julie Seppala will look into how to approach this, and will make a recommendation to the RAC on how to proceed.

- \$2,500 minimum levels for equipment purchases-Kurt Pregitzer

The current equipment threshold should be raised to \$5,000. Julie Seppala stated that this is currently being looked at, and a change in this policy is possible. If the threshold is raised, then most likely the limit per item on the procurement card would also be raised. Concerns were also raised about the impact on direct costs vs. indirect costs. Julie will keep the RAC committee notified of any changes.

In the future, it was suggested that Cathy could email the committee the week prior to the meetings, and ask the members to submit new topics for discussion by a specific deadline. After she receives the topics, she could then email them to the members a few days before the meeting so that they would have time review them and prepare for the meeting.

Next meeting to be held on Friday March 18<sup>th</sup> from 1:30-3pm in the Admin. Conference Room #305.