

Senate Council on Research and Scholarship Minutes
September 23, 2011, International Center (HUB) Room 145
1 – 3 pm

Attendees: Debra Murie, Sue Alvers, Jim Ferrer, Andrew Tarter, Bob Cook, Andrea Burke, Sybil Holt, Monicao Lindley, Lee Catledge, Tom Walsh, Sandra Russo, David Hahn, Marie Zeglan, Stephanie Gray, Brad Staats, Mike McKee, Henry Frierson, Paul Mueller.

The meeting was called to order at 1:00 pm by Debra Murie (co-chair).

Introductions were made and the minutes from August 2011 were approved. Debra Murie suggested that members should use the list serve to send emails to the committee instead of old distribution lists to make sure current members receive the information.

Draft Research Policies, Directives and Procedures to Review

Plans are to send out a draft version of the Research Policies, Directives and Procedures through email for members to review. Send your comments back to Debra Murie and the council will discuss the draft at the October meeting. Members are asked to review the document as a “faculty member”. It was suggested that reviewers should focus mostly on policies and pass the document on to their department’s grants manager for comments.

Effort Reporting

Jim Ferrer thanked those who tested the new effort reporting system and gave comments. The goal is for the new online system to go live by October 14. Some modifications were handled immediately from tester suggestions. Faculty assignment report is a plan on how a faculty member’s time is spent over a given semester. The purpose is to document the assignment of faculty duties and responsibilities around the core areas of education, research and service. IFAS and HSC faculty have additional responsibilities in the area of extension and clinical practice.

Shadow Book Systems

A long discussion ensued on shadow book systems in relation to the Enterprise Reporting System. Many PIs are running shadow systems in order to know how much funding is available in their grant accounts. Faculty will soon have the ability to download almost real time reports from Enterprise Reporting. It is important to know how much funding is available for salary distribution and purchasing equipment. Problems seem to arise when trying to plan for the future with IRB funding. Peoplesoft currently does not have projection ability.

Meeting adjourned at 2:55 p.m.