

**Research Council Meeting
March 14, 2012
Executive Dining Room, University Center
Room 327**

FINAL

Attendees

Lee Han, Chair	Federico Harte
Itamar Arel	Yuri Kamyshkov
Doug Birdwell	Tom Ladd
Chris Boake	Bob Muenchen
Kathleen Brannen (GSC)	Kim Newkirk
Joanne Deeken	Stephen Paddison
Bill Dunne	Greg Reed
Martin Griffin	Tina Shepardson
Joanne Hall	Adam Thompson
Tom Handler	Steven Yen

Guests

Glenn Graber, Brenda Lawson, Carol Malkemus, and Kelly Steele

Lee Han welcomed everyone to the meeting.

The February 1, 2012 minutes were unanimously approved.

Remarks by Lee Han

Lee Han welcomed Brenda Lawson and Glenn Graber who were invited to the Research Council Meeting to talk about IRB and Human Subject issues. He also welcomed Tina Shepardson, who joined the Council recently.

Lee Han encouraged Council members to run for the President of the Faculty Senate.

Lee Han also mentioned that the UTK Faculty Senate Bylaws revisions are to be discussed at today's meeting.

Remarks by Greg Reed

Greg Reed extended Lee Riedinger's apologies for not attending today's meeting. Riedinger is leaving soon for China and will be gone several weeks. Riedinger is trying to get everything in order before he leaves.

Reed reported on the SARIF Summer Graduate Research Assistant program. There were 29 applications received and the number awarded will depend on the qualifications of the applicants.

Reed reported that there were 168 Summer Undergraduate Internship applications received. The Office of Research has funds for 75. Reed asked for some funding from the Top 25 Undergraduate funds, but it has not been awarded.

Reed reported that 27 units presented at the ORU Budget Hearings. The total amount requested exceeded the amount available. Three different groups were asked to send evaluations for the ORU Budget Hearings: Research Council; Associate Deans for Research; and Office of Research's Proposal Development Team. Reed will discuss with Riedinger about improving the evaluation process to get more of the community involved to provide feedback.

Special Presentation on IRB & Human Subject Issues

Lee Han introduced Glenn Graber, Professor Emeritus of Philosophy and IRB Chair, and Brenda Lawson, IRB Administrator, who gave a presentation on IRB and Human Subject issues. Training is required effective April 15, 2012, for all researchers and students on research projects involving human subjects. Some of the topics discussed were:

- U.S. Department of Health & Human Services – Code of Federal Regulations
- Definition of a Human Subject
- Definition of Research
- Institutional Review Board
- Decentralization
- IRB Membership
- Prior Review
- Elements of Informed Consent
- Types of IRB Review
- U.S. Department of Health & Human Services – ANPRM for Revision to Common Rule

ORU Budget Review Report – Stephen Paddison

Stephen Paddison expressed his appreciation for a fair amount of the Research Council members who attended the ORU Budget Hearings on March 5 and 6. Several people had the ORU rating forms, but they did not realize individual ratings were expected. Paddison found the ORU Budget Hearing process very interesting.

Chancellor's Award Report – Tom Handler

Tom Handler thanked the Chancellor Awards Committee members for their hard work. One nomination was disqualified due to the department head not following the guidelines, a similar situation also happened in the year before. The Chancellor's Awards Committee recommends that the application requirement stating that "one copy of one or two major works" be deleted from the application. The committee also recommends that the application requirement to "list grants and contracts" should require faculty to identify if the faculty nominated was the principal investigator on the grants and contracts listed. Handler commented that the nomination materials posted on UT's BlackBoard site worked really well for the committee.

Centers Review Committee Report – Martin Griffin

Martin Griffin reported that the Committee reviewed three centers in Fall 2011 where two of them were finalized and the other returned to the Center for more information. There were three centers scheduled for review for Spring 2012: one center's review is about complete; two more are scheduled

to come in before the end of the semester. The committee recommends revising the guideline to limit the report length/page count and to focus more on the synergistic nature of the research activities because of the Center as opposed to the sum of activities of individual faculty researchers. Greg Reed complimented the committee on a very thorough and effective job they are doing to justify their recommendations.

Lee Han thanked the committee for their hard work and noted that the Committee should be afforded more members in the future on account of the heavier than average work load in comparison to that of other RC committees and the continuous nature of multiple centers to be reviewed over the fall and spring semesters.

Bylaws Committee Report – Joanne Hall

Joanne Hall explained the revised proposal for the Research Council section of UTK Faculty Senate Bylaws, which was e-mailed to the Research Council in the previous week. After a lengthy discussion, it was decided to accept the revised UTK Faculty Senate Bylaws report with the following changes:

- 1.2 changes to read as follows: “Ex-officio members shall include the Vice Chancellor for Research, the Associate Vice Chancellor for Research, the Dean of Libraries (or designee), Associate Deans for Research (or designees), and up to two additional designees.”
- 2.0 changes to read as follows: “Further, the Research Council shall encourage publications and development of specialized research facilities for intercollegiate and/or interdisciplinary uses in accordance with any other policies pertaining to research programs. The Research Council shall also encourage media releases of research successes of UTK, UTIA, and UTSI researchers. When appropriate, the Research Council shall report its actions for approval to the Faculty Senate.”

Lee Han will forward the revised UTK Faculty Senate Bylaws to the Executive Council.

Tom Handler suggested that Lee Riedinger request that a position be filled for a liaison between UT and Washington, DC. A discussion on how UT’s Federal Relations office could better serve UTK’s research agenda and activities ensued. It was mentioned that Lillian Mashburn’s position, which handles UTK’s federal relations, was not filled since her departure.

Centers Web Template Statue – Doug Birdwell

Doug Birdwell has received and given feedback on the centers web template. He is currently waiting on the status of the feedback. Lee Han commented that this ad hoc committee was formed following the lead of Wes Hines’s effort to establish a informative and uniform web design for various research centers and labs at UTK. Hines continues to lead this effort with Birdwell and Han.

HR Policies on Post-Doc

Lee Han reported on HR policies for Post-Doc appointments as a follow-up to the discussions during the February Research Council meeting. Phillip Daves, Vince Anfara, and Lou Gross had a meeting with HR and General Council staff on Feb. 22, 2012 at which time HR agreed to allow all postdoc hiring system-wide to continue as it has been going. So postdocs do not have to apply through the online system but the unit composes a message for the online system that tells applicants how to apply (e.g. email required materials to the PI or to a unit). Once a decision is made on whom to hire, the person chosen needs to fill out the paper employment application. There are still issues regarding the privacy policy for the online system—GC office was going to work on changes. Phillip Daves has complete notes from that

meeting. Lee Han informed Greg Reed and Lee Riedinger about the change and Greg Reed said that this information will be submitted in the research newsletter.

Doug Birdwell suggested for HR to consider relaxing the salary structure for post-doctoral research staff so UT could be more competitive in hiring the most qualified people at market price.

Chair of Research Council

Lee Han announced that there would be an election at the next Research Council meeting for the next Chair. He encouraged the members of the Council to nominate or self-nominate so an election can be held in accordance with the bylaws.

Meeting adjourned at 5:00 p.m.

Minutes taken by Jane Taylor