

MINUTES OF Academic Research Committee

Meeting Place Kilcawley Center, Room 2057
Meeting Date November 22, 1993
Meeting Starting Time 9:00 a.m.

MEMBERS PRESENT: Alice Betz, Health and Human Services; Susan deBlois, Chair, Education; Martha Pallante, Arts and Science; Robert Rollin, Co-Chair, Fine and Performing Arts; John White, Arts and Science; David Genaway, Librarian, Administration; Dean Peter Kasvinsky, Administration; Dean James Cicarelli, Administration; Karen Sheetz, student; Bill Good, student.

MEMBERS ABSENT: Phyllis Stoll, Williamson School of Business Administration.

GUEST: Beth Kushner, Research Coordinator.

Susan deBlois opened the meeting with a discussion of a "draft" statement on "the use of indirect cost funds" developed by Dean Kasvinsky (a copy of the "draft" is attached to these minutes).

Questions regarding the "draft" were answered by Dean Kasvinsky. The consensus of the committee was to take the draft statement to the Provost for his review and consideration. Dean Kasvinsky, Susan deBlois and Robert Rollin will meet with the Provost.

Another item discussed by the committee was research challenge monies. Beth Kushner reviewed the history of the funds at YSU, the estimate of the total amount to be received by YSU this year may be eight to ten thousand dollars. It was suggested that this money be utilized to send one or two faculty to a NASA training session so that YSU would be better positioned to apply for those types of federal monies. Another area for the use of those funds would be for equipment for the chemistry department in support of their other grant activities. The committee supported this infrastructure building process. It was suggested that as the sum becomes more significant a process may need to be developed for the allocation of these funds.

Susan deBlois asked what the deadlines were for applying for the Research Assistants and Research Professorships. Beth Kushner responded by informing the committee that all guidelines have not been developed, but if anyone has further specific questions they can contact her.

John White suggested that once the grants director is hired, he/she meet with this committee. A general discussion of the role and responsibilities of the grants office followed. It was suggested that if the gentlemen from Texas does not accept the offer from the University for the position of grants director, shortly after December 1, 1994 that a new search being immediately to fill this position.

The next meeting will be planned for the second week of Winter Quarter. Please fill out the attached schedule and return to Alice Betz as soon as possible.

MINUTES RECORDED BY Alice Betz
DATE MINUTES TYPED November 22, 1993
DISTRIBUTION OF MINUTES Virginia Phillips, Chair, Academic Senate
University Library

**Youngstown State University
Use of Indirect Cost Funds**

The indirect cost rate approved for Youngstown State University by the appropriate governmental agency will be applied consistently to all grants and contract applications, except when a funding agency has set a fixed rate or has indicated that no indirect costs are allowable, or if it is impractical to claim the maximum rate. The indirect cost account will be managed by the Business Office and monitored by the Director of Grants who will provide regular updates to the Dean of the School of Graduate Studies on the status of the account. Unused indirect cost funds may be carried forward each year.

Twenty-five (25) percent of indirect costs generated by a department or unit will be available for use by that department or unit. Guidelines for request and use of these departmentally-available funds will be determined by the funds released in writing by the department chairperson with the appropriate dean/administrator, after verification of the amount of available monies by the Director of Grants. Normally the faculty members who obtained the grant will share in the departmental/unit funds.

The remaining 75 percent of all indirect costs generated from institutional grant projects will be managed by the Dean of Graduate Studies in support of grant-related initiatives. Such activities include possible matching funds for applications, tuition payments for graduate assistants, special travel funds to funding agencies, small grants, research related equipment needs, consulting veterinarian contract, special training for compliance committees, cost overruns, or other similar purposes. Release of these indirect cost funds must be approved in writing by the Dean in consultation with the Director of Grants. If sufficient funding is available, formal requests for proposals (RFP's) for use of the funds may be solicited annually by the Dean of Graduate Studies throughout the campus. Priorities for projects and funding restrictions will be determined by the Dean in advance of solicitation of RFP's.

This policy shall be reviewed when total institutional grants and contract (project related) reaches \$3,000,000 (total direct costs). At that time consideration will be given for wider dissemination of indirect costs generated above that amount to areas which administratively support the general grants effort.

PLEASE RETURN THE SCHEDULE BELOW MARKING OUT TIMES YOU ARE **NOT** available.
Thank you.

NAME _____

WINTER QUARTER 1994

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:00					
9:00					
10:00					
11:00					
12:00					
1:00					
2:00					
3:00					
4:00					

PLEASE RETURN TO ALICE BETZ, COLLEGE OF HEALTH AND HUMAN SERVICES.