

THE UNIVERSITY OF WISCONSIN-MILWAUKEE
Research Policy and Advisory Committee

Minutes

November 4, 2019; 1:00 p.m.

Kenwood IRC 2175

1. Call to order and approval of the agenda

Robin Mello called the meeting to order at 1:02 p.m.

Members Present:

Razia Azen, Liam Callanan, David DiValerio (GFC Representative), Tom Holbrook, Tom Marcussen (ex officio), Robin Mello, Vali Raicu, Alan Wiseman

Members Absent:

Marija Gajdardziska-Josifovska (ex officio), Mark Harris (ex officio), , Linda Kopecky, Victoria Moerchen, Kristin Roosevelt, Brooke Slavens, Doug Stafford

Guests:

Kathleen Koch, Kate Mollen, Kristian O'Connor, Kari Whittenberger-Keith (Office of Research); Peter Schwander (ITPC liaison)

The agenda was approved as distributed.

2. Update on Roles and Responsibilities in Managing Sponsored Projects

Rachel Schiffman presented an overview of the document, "Roles and Responsibilities in Developing and Managing Extramural and Selected Intramural Sponsored Projects" for new committee members.

The document outlines the legal authority for applications and acceptance of external research awards, which is delegated to the campus from the Board of Regents. It also provides an overview of roles and responsibilities for sponsored projects for the Office of Research, the Office of Sponsored Programs, the Division and/or Department and Shared Services areas, and Principal Investigators. It also sets timelines for OSP review, response to OSP questions, and receipt of all components prior to submission. It was modeled after a matrix used at the University of Michigan which employs RASCI coding (R=Responsibility, A=Authority, S=Support for those who are responsible or accountable; C=Consulted as needed; I=Informed of progress or completion).

The document was presented to the deans over the summer. It can be customized for each school/college according to their internal structure.

The Office of Research expects to disseminate a final version of the document in early spring. The plan is to have the matrix available as a comprehensive span of all sponsored activities, or in sections by stages of the process.

Dr. Schiffman and several guests gave the following examples of areas where there is still a lack of understanding of both responsibility and limits of authority in roles during the grant submission and award management processes that would be clarified by the document:

- Authority to sign on behalf of UWM
- Accepting contract/award terms that are contrary to the university's mission (e.g. restrictions on publication)
- Overspending grants
- Being aware of award terms and conditions
- Ownership of equipment purchased under a grant

3. Possible Revision of Committee Charter

For membership, the RPAC charter requires at least one elected faculty member from each division. The committee briefly discussed the addition of the Division of General Studies to UWM and whether it made sense for that division (representing the two-year campuses) to have representation on the RPAC. It was decided that the chair would contact the dean of the College of General Studies to discuss the interest and feasibility of having an elected faculty member from the college on the RPAC.

4. Updates from the Office of Research

Kris O'Connor provided brief updates on the following:

- Internal funding programs
 - Discovery and Innovation Grant (DIG) – deadline was October 28
 - Advancing Research and Creativity (ARC) – deadline is December 2
 - Team Initiation Program (TIP) This initiative is still in the planning stage.
- School/College Research Plans. A few are still missing. There most likely will be another round of revisions because several of the plans still have a retrospective view rather than the intended prospective plans. It's unclear if the plans were shared within each school/college before being submitted.
- Other topics under discussion are data security and export control.

5. Lubar Entrepreneurship Center and the UWM Research Foundation

Brian Thompson and Jessica Silvaggi provided information on the activities of the UWM Research Foundation including assistance with patents, licensing, technology transfer, and supporting UWM/corporate partnerships. They emphasized that these activities are not limited to specific disciplines. Mr. Thompson also gave an overview of the Lubar Entrepreneurship Center which offers a wide array of services and programs to promote faculty and student entrepreneurship. Detailed information on the LEC and the UWRF can be found on their website <https://uwrf.org/about/>.

6. Adjournment

The meeting was adjourned at 2:25 p.m.

Minutes submitted by Kathleen Koch