Research, Scholarship & the Creative Arts Committee
October 16, 2019
337 Waterman 2:00-3:00
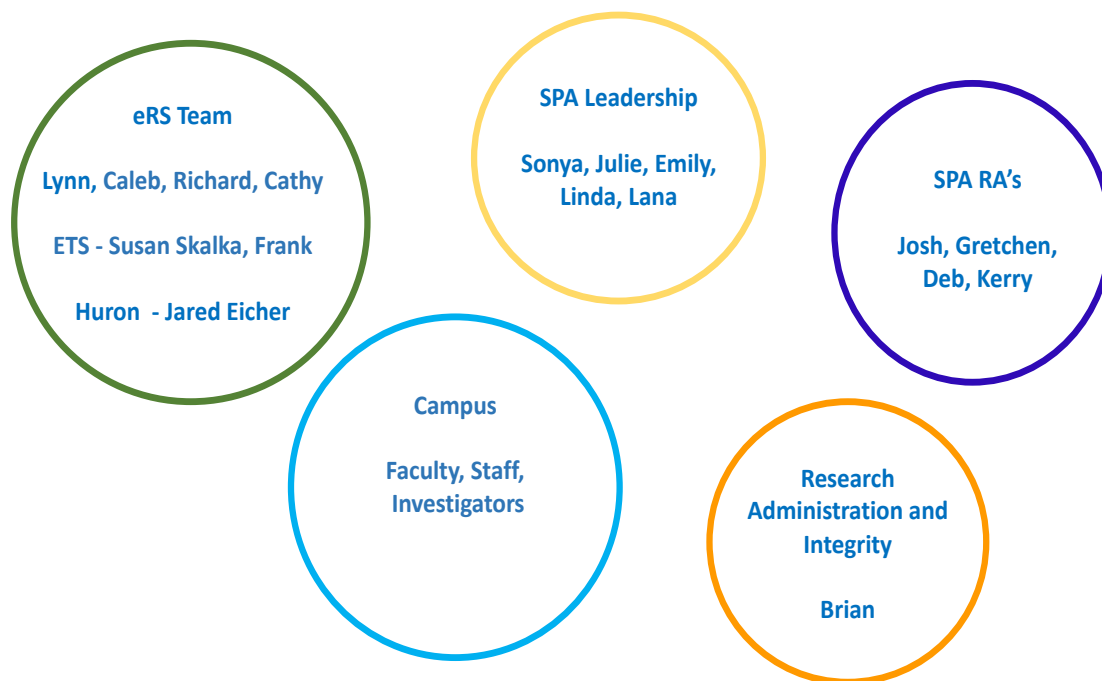
Present: Kelly Mancini Becker (CESS), Steve Budington (CAS), Mary Cushman (LCOM), Rachelle
            Gould (RSENR), Britt Holmen (CEMS), Steve Keller (CALS), Dimitry Krementsov (CNHS),
            Stephanie Wooby (SGA).

Absent: Nick Adler (GSS), Vicki Brennan (CAS), Thomas Chittenden (Faculty Senate President),
            Prudence Doherty (LIB), Daniel Weiss (LCOM), Katie Gough (CAS), Chun Zhang (GSB).

Guests: Brian Prindle, Cathy Ruley Condon

Chair Mary Cushman called the meeting to order at 2:00 pm in 327 Waterman.

1. **Approval of the Minutes.** The minutes of September 2019 were approved with minor changes.

2. **UVM Click, Brian Prindle.** Brian presented the new UVM Click software to the RSCA. For more
   information on UVM Click visit the university website at https://www.uvm.edu/ovpr/uvmclick-irb.

UVMClick - Grants
Proposal System Demo

Research Scholarship &
Creative Arts Committee
10/16/19

UVMClick - Grants Design Team

eRS Team

Lynn, Caleb, Richard, Cathy

ETS - Susan Skalka, Frank

Huron - Jared Eicher

SPA Leadership

Sonya, Julie, Emily, Linda, Lana

SPA RA's

Josh, Gretchen, Deb, Kerry

Campus

Faculty, Staff, Investigators

Research Administration and Integrity

Brian

UVMClick - New eRA System

Modern, Easy, Efficient, Best in Class

Proposal Preparation, Workflow, Submission

Proposal Post Submission Updates and Just in Time

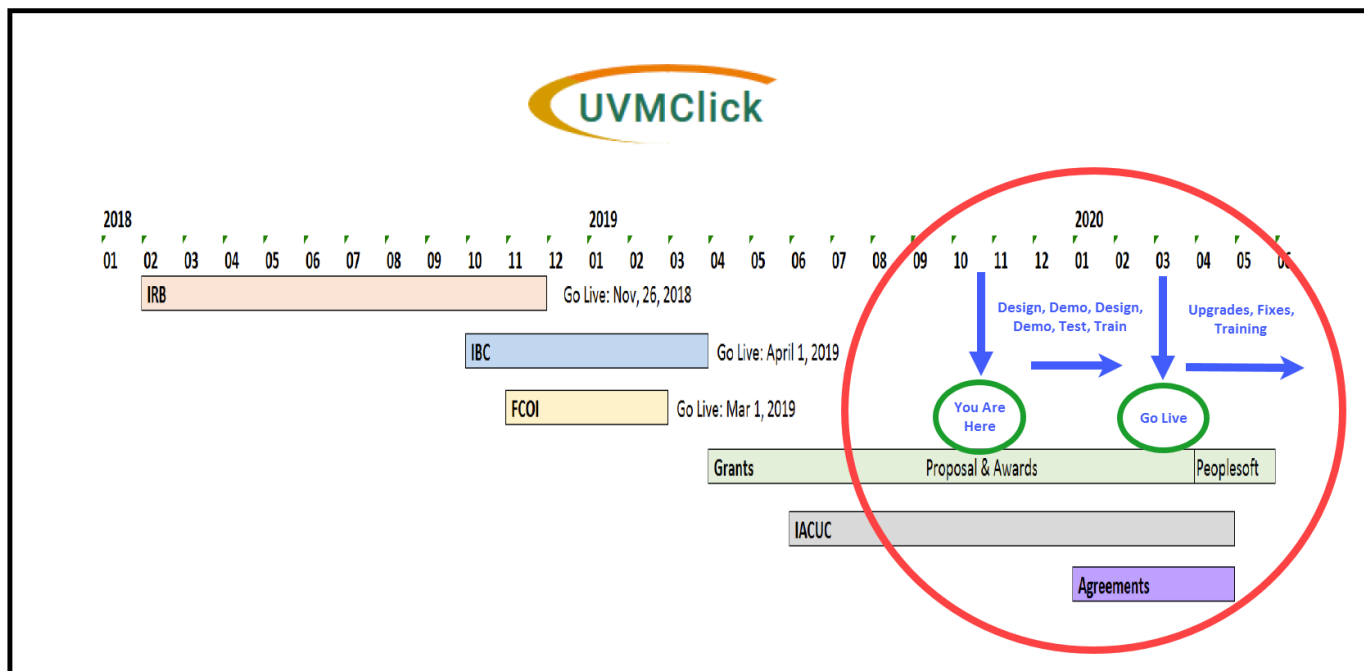**Award Acceptance, Set-Up, PeopleSoft Integration**

Award Mods (adding Money, No Cost Extensions, Rebudgets, Carryover)

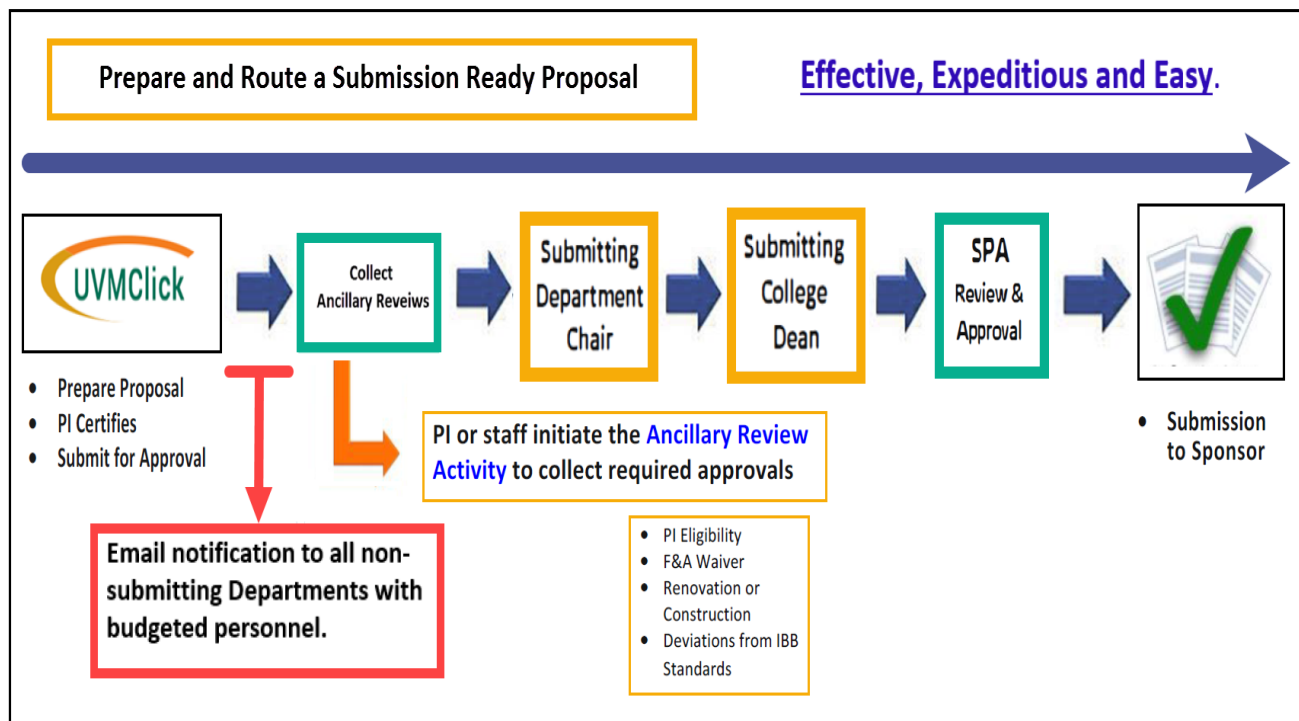**Agreements, Subawards, Tracking, Negotiations, DocuSign**

Fun Feature - Document Imaging and Retrieval System

Fun Feature - Drag and Drop Attachments

UVMClick - Timeline

UVMClick - Prepare and Submit

Prepare and Route a Submission Ready Proposal

Effective, Expeditious and Easy.

UVMClick
- Prepare Proposal
- PI Certifies
- Submit for Approval

Collect Ancillary Reveiws

Submitting Department Chair

Submitting College Dean

SPA Review & Approval

- Submission to Sponsor

Email notification to all non-submitting Departments with budgeted personnel.

PI or staff initiate the **Ancillary Review Activity** to collect required approvals

- PI Eligibility
- F&A Waiver
- Renovation or Construction
- Deviations from IBB Standards

UVMClick - Ancillary Reviews

1. **Does proposal require PI Eligibility approval?**

   - **Organization = "PI Eligibility"** (Sonya.Stern@uvm.edu & Brian.Prindle@uvm.edu)

2. **Does proposal require approval for F&A waiver or reduction?**

   - **Organization = "F&A Waivers"** (Sonya.Stern@uvm.edu & Brian.Prindle@uvm.edu)

3. **Does proposal involve Renovation or Construction activity?**

   - **Organization = "Renovation/Construction"** (Robert.Vaughan@uvm.edu, TBA)

4. **Will there be a deviation from the standard IBB F&A allocation, which effects other colleges outside of the submitting college?**

   - **Organization = "Colleges and Schools"**

UVMClick - Sneak Peak

UVMClick

Proposals: InfoEd Current Practice UVMClick Future

- Department Administrators see proposals **within own unit**
  - ➤ Department Administrators will see **all UVM proposals**

- Many types of proposals **require** SPA RAs' assistance
  - ➤ Proposal development will be **completed by PI and DRA;** SPA Research Administrator will be available for guidance

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UVMClick

Proposals: InfoEd Current Practice UVMClick Future

- Budget developed via SPA **budget worksheet** (Excel), then entered into InfoEd
  - ➤ Budget will be developed using Funding Proposal **budget tool**

- Salaries are entered by DRAs into budgets by **looking up PeopleSoft** or calling other department if employee is outside of their department
  - ➤ All salaries for all employees in the proposal will **available in UVMClick**

- Fringe benefit rates in InfoEd **blended and variable** year to year
  - ➤ Fringe benefit rates **remain constant and** follow UVM's rate agreement

Proposals: InfoEd Current Practice UVMClick Future

- Proposal workflow is managed via **email**
  - ➤ Proposal workflow will be transparent and managed in **UVMClick**

- Routing approvals are required by Chairs and Deans of **all personnel**
  - ➤ Routing approval will be by **submitting department** Chair and Dean
  - ➤ Ancillary reviews will be utilized for approvals of PI eligibility; renovation/construction; F&A changes; IBB F&A allocation deviation; cost sharing outside of submitting dept. These will be able to start well **in advance** of routing the proposal.

3. **RSCA Year Outlook.**

Committee Procedures from Faculty Senate Research, Scholarship, and the Creative Arts Committee

Operating Procedures

Adopted by RSCA 09-13-2018

Last updated 09-13-2018

- RSCA meets once a month during the academic year. Historically this has been on Thursdays from 12:30-2 in Waterman 427A. Elected members should have a schedule that allows for regular attendance at meetings.
- At its September meeting, RSCA shall orient new members to the committee and draft a list of topics it would like to cover during the upcoming academic year.
- Administrative offices that RSCA maintains close liaison with are:
  - o Office of the Vice President for Research
  - o Graduate College
  - o Libraries
  - o Office of Fellowships, Opportunities and Undergraduate Research
  - o Provost's office
- Relationship with Office of Fellowships, Opportunities, and Undergraduate Research (FOUR). RSCA plays an advisory role with FOUR which includes but is not limited to:
  - o Input on the Student Research Conference.

- o Collaboration on FOUR initiatives as agreed upon by both parties.
  - o Assistance forging partnerships – either directly by the voluntary participation of RSCA members or indirectly through RSCA suggestions.
  - o Assistance with new or ongoing initiatives or ideas.
  - o Acting as "ambassadors" of FOUR by disseminating information to appropriate groups (faculty, staff, students) as applicable to your individual positions at the University.

  The nature of communication will be through twice annual presentations by FOUR to RSCA.

- RSCA reviews the Burack Distinguished Lecture Series nominations twice per academic year, typically at the November and April meetings. Lecture nominations are considered confidential and should not be shared outside of the Committee. Information about the Lecture Series can be found here - https://www.uvm.edu/~presdent/burack/
- RSCA reviews University Distinguished Professor Nominations in the Spring semester, typically at the April meeting. These nominations are considered confidential and should not be shared outside of the Committee. Information about the University Distinguished Professor program can be found here - http://www.uvm.edu/~provost/udp/
- RSCA's work plan varies from year to year and is formulated by the Committee based on issues of concern to its members and issues brought to the committee by members of the faculty and administrative units. Issues RSCA has worked on in the past include:
  - o Scholarly Productivity and Impact Metrics
  - o Research Data Management
  - o Undergraduate Research
  - o Technology issues related to research, scholarship, and creative arts
  - o Internal funding opportunities to support creative arts and humanities scholarship
  - o Corporate and Foundation support for research, scholarship, and creative arts
  - o Open access publishing
  - o Interdisciplinary initiatives such as the Gund Institute for the Environment
  - o Grant management

RSCA 2019 / 2020

November 2019

GUEST	TOPIC
VP of Research, Richard	Update
Dean of Libraries, Bryn Geffert	Update
Closed Session	Burack Nominations

December 2019

GUEST	TOPIC
Dean of Graduate College, Cindy	Update

January 2020

GUEST	TOPIC
Ann Kroll Lerner	FOUR Update

February 2020

GUEST	TOPIC

March 2020

GUEST	TOPIC

April 2020

GUEST	TOPIC
Closed Session	Burack
Closed Session	UDP

May 2019

GUEST	TOPIC
RSCA	Chair Nominations

NOTES

VP of Research	2nd semester
Dean of Graduate College	2nd semester

POST DOC REP

4. **Old Business.** The committee would like to add a Post Doc Student to the membership, the Faculty Senate Office will look into finding a representative.

New Business. Steve Keller proposed that the RSCA foster some collaborative cross-talk between the fine arts and the hard sciences through a small grants program aimed at facilitating new collaborations between faculty and/or students in these disciplines. The idea being that often in science there is beauty and form that nature produces that a scientist could have knowledge or perspective on, but might otherwise lack the artistic sensibility to capture or present in an engaging way. Likewise, scientists often have access to tools or instrumentation that could be used creatively as a medium for generating art (microscopy is one example, other types of imaging, acoustics, even living organisms as substrate or "canvas" for artistic works).

Kelly, Mary and Steve will work on a proposal and present to the committee at a future RSCA meeting.

The meeting adjourned at 2:02 am.

This meeting was not during the regularly scheduled RSCA meeting pattern.