

Committee on Faculty Scholarship, Research, and Professional Development

Approved Minutes

Date: November 16, 2004

Time: 8:30 AM - 10:00 AM

Place: Horvitz Building, LaBonte Boardroom

Present: Ron Chenail (PRO), Mary Collins (FSE), Arthur DeCarlo (HPD Research Committee), Laurie Dringus (GSCIS), Gary Gershman (FCAS), Maryellen Maher (FGSE), Ling Li (HPD/CDM), Andres Malavé (HPD/COP), Appu Rathinavelu (HPD/COP), Josephine Shallo-Hoffman (HPD/OPT), and Mahmood Shivji (OSC)

Absent: Jaime Arrango (IRB), Nathan Azrin (CPS), Elizabeth Brennan (UNS), Franklin Garcia-Godoy (HPD/ EXEC.OFCS), *Joe Grohman (LAW), *Charles Golden (IRB), *J. Preston Jones (HUIZENGA), Ed Keith (OSC), Harold Laubach (HPD/CMS), Leonard Levy (HPD/COM), Ed Lieblein (GSCIS), Fred Lippman (HPD/EXEC.OFCS), Peggy Loewy Wellisch (FIN.AID), *David Loshin (HPD/OPT), Harvey Mayrovitz (HPD/CMS), Kimberly Shaw (MSIECS), Keith Sherwood (HPD/CDM), *Barbara Sterry (OGC), and Hamdesa Tusso (GHS&SS)

* Emailed to report scheduling conflict

Committee Charge: The purpose of the Committee on Faculty Scholarship, Research, and Professional Development is to assist with the development of goals and expectations for scholarship and research and to define the policies and procedures needed to support these activities in a high-quality manner.

1. Welcome and Introductions

Dr. Chenail welcomed Dr. Malavé, the newly named Dean of the College of Pharmacy, back to the Committee as one of the Council of Dean representatives. Previously he had been a member of the Committee as the chair of the HPD Research Committee.

2. Approval of Minutes from October 20, 2004

The minutes of the October 20, 2004 meeting were approved and will be posted at <http://www.nova.edu/cwis/vpaa/facres/forms/facres102004.pdf>.

3. Sub-committee on Best Practices and Benchmarking: Graduate Student Tuition Waiver Program – Ron Chenail and Barbara Sterry

Dr. Chenail introduced the draft materials Ms. Sterry had put together for the Committee's review: Nova Southeastern University Policy and Procedures Graduate Research Scholarship/Tuition Waiver Program, Faculty Recommendation for Graduate Research Scholarship/Tuition Waiver Program Form, and Graduate Research Scholarship/Tuition Waiver Program Information

FAQ. He said he would attach the three documents to an email to the Committee and ask for comments from the group. Prior to the December meeting, he would re-distribute the revised documents with the goal of approving the materials at the Committee meeting. Dr. Chenail also announced that the "official" program would begin next academic year, but he would announce to deans that faculty with current awards could apply on an ad hoc basis for funding this year.

4. President's Faculty Research and Development Grants (PFRDG) and Quality of Life Awards Update – Ron Chenail and Barbara Sterry

Dr. Chenail reported that based upon suggestions made at the last Committee meeting, the Eligibility requirements the PFRDG awards were changed to read as follows:

Faculty members who have received a PFRDG in past competitions also are eligible to apply. However, if a faculty member's 2005-06 proposal is recommended for funding and the faculty member has a currently active PFRDG award from a previous funding cycle, the status of that award will be reviewed to learn if the faculty member's earlier project will need to be continued beyond June 30, 2005. The president makes the final selection of the award winners and part of his discretionary process includes a review of faculty members with open, continuing awards from previous year's competitions.

Dr. Chenail thanked Dr. DeCarlo for preparing the proposal for this change. The full draft of the PFRDG Grant Application Guidelines and Procedures can be found online at

http://www.nova.edu/cwis/vpaa/facscholar/forms/PFRDG_Guide.doc.

Dr. Chenail also shared that a President Ferrero memo calling for deans to nominate reviewers for this year's PFRDG competition had been sent to the deans. Dr. Chenail mentioned the sub-committee working on the development of a protocol for multi-year PFRDG awards is scheduled to meet to discuss the project on Wednesday, November 17. Lastly, he announced that the meetings with individual faculties to promote this year's awards had almost been completed.

5. Protection of Human Subjects System / IRB Accreditation Update – Charles Golden, Barbara Sterry, and Jaime Arrango

Dr. Chenail discussed the recent conference call conducted with Partnership for Human Research Protection (PHRP) to review the contract between NSU and PHRP. He also stated that members of the IRB would be making a presentation to President Ferrero, Drs. Hanbury and Lippman, and Executive Director Dawson regarding the anticipated changes that would need to be made to bring NSU into compliance with PHRP's standards. He said areas of development included oversight on protocol compliance by investigators.

It was suggested another area of concern was the handling on industrial contracts such as drug trial studies. A Committee member noted that these types of awards were not being managed through the Office of Grants and Contracts as the other types of sponsored grants and contracts were. Dr.

Chenail said he would bring this concern to the president.

6. Research Task Force Update – Franklin Garcia-Godoy and Maryellen Maher

Dr. Maher informed the Committee that she and Dr. Garcia-Godoy were near completion on a revised draft of the Task Force's report. She said that the Task Force's recommendations included development of university-wide infrastructure to support research to include a Vice President for Research and an Innovation Zone-like centralized support unit to assist faculty, an office of technology transfer, and a system by which faculty could be recruited, supported, rewarded, and retained at NSU.

Committee members noted that building time into faculty members' regular workload to conduct research was a very important issue. They also requested that deans share their academic units' policies and procedures regarding the assignment of faculty duties with each other since some deans have developed some innovative ways to define faculty members' time and effort so as to include research and scholarship as part of the faculty member's base workload.

7. Other Items of Discussion

a. Dr. Chenail reviewed the recently announced NSU Medical Village that would include a North Broward Hospital District 150 bed medical facility. He also said Siemens would be involved in the development of the communications system at the Medical Village and the Academical Village.

b. The delays in processing purchase orders were identified as a problem for researchers needing to order perishable supplies. One member suggested using an open purchase order strategy for the problem and another offered the solution of "walking" the purchase orders from office to office as a way to expedite the process. Dr. Chenail said he would bring up the concern at the next presidential staff meeting.

8. Adjournment: The meeting was adjourned at 10:15 A.M.

9. Next Meeting: Wednesday, December 15, 2004
(**Note Location: President's Dining Room**)