Meeting Synopsis:

1) Call to Order and Approval of Agenda
2) Approve minutes from January 11, 2012 FCR meeting
3) Announcements
4) Requests for Information and Updates
   a. Complex Proposal Management Group (CPMG) – Mary Lidstrom
   b. NIH updates and Faculty Grants Management – Lynne Chronister
5) Adjournment

1. **Call to Order and Approval of Agenda**
   Ron Stenkamp called the meeting to order at 9:03 a.m.

2. **Approve minutes from January 11, 2012 FCR meeting**
   Minutes were approved as written.

3. **Announcements**
   Ron Stenkamp informed the council that the Faculty Senate might be reinvestigating the Intellectual Property Management Policy and this could possibly be brought to the council. If there is any interest, Stenkamp will appoint a subcommittee. Mike Rosenfeld volunteered to participate if a special committee is formed. Mark Haselkorn mentioned that instead of appointing a new committee we could reconvene the joint committee with the Libraries that was formed two years ago (they were deliberating similar issues). Stenkamp noted that the committee was more focused on issues of open access. The council agreed that intellectual property is a huge concern especially with reference to copyrights. We are seeing many lawsuits nationwide around this issue.

   Susan Astley, Chair of the Faculty Senate, attended the FCR meeting and clarified that the concern is not with the intellectual property policy, but more centered on the language in the outside compensation form. Astley and Provost Cauce are still gathering information and have not made any decisions regarding these concerns. They will meet in the next few weeks to continue the discussion. Astley will then inform the council about the progress and any actions need to be taken. For now, it is too soon to decide anything.

4. **Requests for Information**
   a. *Grant and Contract Award Totals in Current and Constant 2005 Dollars – Mary Lidstrom*
      Mary Lidstrom presented a graph of inflation adjusted research revenue from 2001-2011. The graph shows that our research revenue has increased even with the adjustment for inflation and the removal of ARRA funds (especially in the last three years). Lidstrom reasons that the increase in quality research lab space like South Lake
Union Building and Benjamin Hall Building helped raise research revenue. She predicts there will be more growth as more space becomes available.

We will see a net drop of 5% for FY12 due to the end of ARRA funding. Our research revenue will increase, but it will not be enough to supplement the loss of ARRA funds (about $150 million). For FY13, we will likely see dramatic cuts after the federal automatic budget cuts of about 8-10% are implemented. As an institution, Lidstrom predicts that based on our competitiveness we will get a 5% reduction for FY13 and another 5% for FY14. These scenarios are dependent on political outcomes. If these cuts do occur, we will see an increase in competition for research funding. This will lead to more proposal submissions and higher workloads. Most likely, workloads for pre-awards will go up and post-awards will go down. Lidstrom will assemble internal groups in the next several months to plan on how to deal with the cuts.

b. Complex Proposal Management Group (CPMG) – Mary Lidstrom
One of the five initiatives under the Sustainable Academic Business Plan is the Foster Collaboration initiative. The Foster Collaboration Initiative has two components, research and teaching. It was informed by the Interdisciplinary focus groups that included faculty and staff. Mary Lidstrom, Jerry Baldasty, and David Eaton are the leads in this initiative. Single investigative research is still our mainstay revenue source but there is potential for growth with collaborative work. Collaborative research is one area in which we can improve and increase our competitiveness.

The Office of Research has launched a pilot program to assist with large complex research proposals called the Complex Proposal Management Group (CPMG). CPMG consist of two people; Brooke Trinh who is full time from the Office of Research and Kim Littlefield who is part-time from the Office of Sponsored Programs. Both have PhDs and have a wealth of experience with grant management. Brooke handles the logistics and Kim helps with the contracts/grant budgets. The criteria for a “complex” grant includes: multiple investigator, multi- institutional, range of partners, and size. The group does not handle training grants. CPMG helps investigators with tasks like: reviewing the award announcement, creating a checklist of required application elements, developing a time-line, creating a writing/responsibility plan for team members, following-up, reviewing and advising on budget and justification, reviewing and advising on institutional commitments and cost-sharing, collecting biosketches and formatting appropriately, and proof-reading the final proposal for consistency and layout. It is important (and more effective) if the group is brought in early.

CPMG was initiated last fall. They’ve already helped a proposal for a UW NIH STC in ocean acidification and molecular engineering design. Without their help, this proposal would not have been able to be submitted. There is definitely a lot of interest and they could get overwhelmed with requests, but they have a process in place for prioritization.

Lidstrom will meet with CPMG and the PIs to discuss lessons learned. In the spring, Lidstrom will reevaluate the program and determine if it is worth continued investment. It would be ideal if the program can be extended for two to three more years. Besides hands-on assistance with proposals, the group is also creating documents to help
researchers like creating templates for management plans, creation of organization charts, budgets, etc.

The council discussed the possibility of modeling and replicating this program in the schools and colleges. It can be easily replicated, but each unit has to decide if it is cost effective.

c.  *NIH updates and Faculty Grants Management – Lynne Chronister*

Lynne Chronister from the Office of Sponsor Programs highlighted a few policy changes from our sponsors. The first is from the Health and Human Services (HHS) and was effective December 23, 2011. HHS has imposed a new reduction in the upper salary cap from 199,700 to 179,700 on all new and continuing awards. Chronister estimates we would lose $1.6 million from this change. All new awards since December 23 that have an executive salary will get new award documents and continuing awards will be re-budgeted. Carry-forward awards prior to December 23 will remain at the higher level. It will be difficult to implement these changes because our systems cannot accommodate a PI with multiple salary caps and also the award issue dates are not recorded in our system. Mike Anthony is leading a group to work on how to incorporate these changes into our system.

The second from HHS, is the policy on Promoting Efficient Spending: restricted use of appropriate funds for food. No food may be purchased on contracts or conference grants. For other HHS awards, we recommend prior approval from the grant administrator. There have been instances where food purchases were turned down on non-conference grants.

The third from HHS is a Moratorium on Inflation Rate increase in 2012. There will be no inflationary increases for new or continuing awards in 2012. It is a form of budget cuts, and we’ll need to re-budget internally.

The fourth is from the Bill and Melinda Gates Foundation. There will be full F&A on all direct costs, with some limitations. Proposals will be submitted through UW Foundation and transferred through OSP at a rate of 15%. There are no differences in the process for proposal submission except that we’ll use the foundation address in the EIN. Connie Kravas will sign the proposal, and Lynne Chronister will sign the award. There will be no change in terms of credit and ABB flow.

Chronister informed the council that in the near future there will be a reassessment in the faculty grant management classes. There is an online class which has not been updated and an in-person class that is regularly updated. Faculty members are required to take the class every four years and they have the option of taking the course online or in-person. The council feels that the online course should be updated at least every four years. The new faculty brown bag series is not mandatory but provides similar information as the grant management classes.

5.  **Adjournment**

Meeting was adjourned at 10:58 a.m. by Ron Stenkamp.
Minutes by Jenny Le

Present: Faculty: Haselkorn, Roesler, Stenkamp (Chair), Vogt, Rosenfeld
President’s Designee: Lidstrom
Guests: Susan Astley, Susan Camber, Lynne Chronister

Absent: Faculty: Slattery, Miller, Spieker
Ex Officio Rep: Fridley, Pantazis, James, Nolan, Gruhn, Spelman