Faculty Senate Research Committee
Annual Report, 2015-2016 Term

Agenda items addressed during the 2015-2016 Faculty Senate term (in approximate end priority order)
Clemson University-State of SC regulations (impacting research)
Concerns regarding evaluation of research and scholarly contributions, including impact on retention and morale
Opening communication with Associate Deans of Research and the VP-Research office
Responsibilities for PIs leaving the University (Lab close-out)
InfoED and shared research resources (previously COFAR Supercircular)
Small restricted receipts (SRRs) projects
Research incentives in the comprehensive plan (previously with Interim VP Research Dr. Dooley)
HR items: hiring international scholars (postdoctoral scholars and graduate students); postdoc hiring updates
University committees: IP Intellectual Property; COI policy

Research committee members: members present indicated with *, chair: Amy Lawton-Rauh

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Lawton-Rauh, Amy</td>
<td>AFLS</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>Gaubert, James (del)</td>
<td>BBS</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>(travel)</td>
<td>(travel)</td>
<td>*</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>Husson, Scott</td>
<td>E&amp;S</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>(travel)</td>
<td>(travel)</td>
<td>*</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>Hanssen, Andrew</td>
<td>BBS</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>Kang, Hye Jung</td>
<td>E&amp;S</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>Robert, Shannon</td>
<td>AAH</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>Rudolph, Krista (del)</td>
<td>AFLS</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>Schmalz, Dorothy</td>
<td>HHD</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
</tr>
<tr>
<td>Tong, Chenning</td>
<td>E&amp;S</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
<td>*</td>
</tr>
</tbody>
</table>

Special guests: Larry Dooley (Interim VP-Research), Sheila Lischwe (Office of Sponsored Programs), Roberta Elrod (Director, Grants & Contracts) and Tracy Arwood (Assistant Vice President for Research Compliance & Research Integrity Officer), and Ellen Granberg (Associate Provost for Faculty Affairs).

1.) Clemson University-State of SC regulations [this topic developed as an actionable item addressing two previously separated items: dependency travel COFAR (COFAR supercircular) and NSF ADVANCE]

*Issue:* The issue regarding expenses or items permitted by Federal agencies when allowable by an institution was first raised when reviewing the COFAR supercircular. A recently-submitted and pending NSF proposal focused on mechanisms providing supportive activities and infrastructure for women in STEM research fields brought up this same issue (the committee provided cross-institutional research data from other Land Grant Universities that do not have this restriction). The constraint is that the University must follow the State of South Carolina regulations for state employees and institutional operations. Sometimes, such regulations can be requested to be exempt for the University. The committee wants to know if such exemptions are being discussed and if the limitations of strategic regulations that prevent the University from addressing critical, inclusiveness needs are being discussed. This is a recruitment, diversity, and retention issue and may limit research excellence.

*Results:* Dr. Granberg will inquire and the committee will connect again on this subject, with a focus on where/with whom interpretations of relevant regulations can be discussed and clarified.

2.) Concerns regarding evaluation of research and scholarly contributions (related and merged with #3)

*Issue:* Several concerns related to recognition for evaluation of research and scholarly excellence and efforts have been brought to the attention of the committee, off and on, since May 2014. Most of these concerns suggest perceived inconsistencies and balance at department and/or College levels and center on annual evaluations, especially as these relate to workload distribution and salary increases.

*Discussion:* Senator Tong drafted an ‘Evaluation’ document to facilitate discussion. Committee discussions indicate that the purposes and procedures for annual reviews and for TPR reviews may be getting blurred. Thus, it is unclear that an ‘Evaluation’ guideline document publication is the best route for addressing this concern.
Faculty Senate Research Committee

The most actionable item we can frame is to open communication with Associate Provost for Faculty Affairs, Associate Deans of Research, and Departmental Chairs (possibly College Deans?).

Results: We discussed these concerns with Dr. Granberg, including how to have expectations of Form3 and Tenure and Promotion Review clearly distinguished and communicated in different situations (departmental structures).

3.) Opening communication with Associate Deans of Research and the VP-Research

Issue: The committee agreed and the ADRs plus VP-Research Karanfil agreed that regular meetings are desirable

Discussion: A regular schedule should be initiated Spring/Summer 2016, to not get lost in reorganization.

4.) Responsibilities for PIs leaving the University (Lab close-out)

Issue: The OSP (Office of Sponsored Programs) office is developing a systematic approach to guide lab and project closure in the event that a PI on a funded grant leaves the University and does not take a project with them. Dr. Lischwe brought this issue to the attention of the committee and the committee provided feedback regarding possible scenarios when this could occur (sudden illness, career change, personal issues, etc.). The possibility of including a policy within the Faculty Manual was discussed but the committee and the EAC decided that it is outside the purpose of the Faculty Manual and that the best way to work through these events is to communicate with Associate Deans of Research (the process should activate by the ADR within the relevant College). Currently, there is no direct communication to OSP when PIs leave (regardless if due to resignation or termination). The committee offered to provide feedback to OSP for language and forms used for such a process and asked for examples from peer institution Faculty Manuals, or other communication/decision tree sources, to help guide relevant action at Clemson University. Roberta Elrod (Director, Grants & Contracts) and Tracy Arwood (Assistant Vice President for Research Compliance & Research Integrity Officer) brought 2 documents: draft of “Procedure for Transferring a Sponsored (Fund 20) Project” and from the Research Safety website “Clemson University Lab Closeout Policy/Procedures for Hazardous Substances, Equipment, Supplies, Etc.” We discussed the differences between equipment issues and consumables. We also discussed salaries and support for lab personnel and graduate students. Additionally we discussed how communication lines may vary amongst departments in determining whether items should be available for PIs to take with them from the University when projects are shared with other PIs on campus, there is a core facility that could use the materials/equipment, or there is a maintenance agreement at the University.

Discussion: The committee indicated to Elrod and Arwood that we can help write a list of scenarios to consider and provide feedback on any surveys or forms when helpful.

5.) InfoED and shared research resources (previously COFAR Supercircular)

Issue: Revised guidelines for federally funded research are phasing in at Clemson (all Universities, institutes, etc.) (started: January 2015). The COFAR supercircular document (https://cfo.gov/cofar/). Goal for supercircular is to reduce duplication, and streamline administrative support to cut administrative burden on PI’s. The system is also meant to help better track expenditures and project performance for reports to Federal agencies and other funding groups. OSP is looking into how to overcome difficulties with developing ‘boilerplate’ documents to assist proposal and report documents (example: facilities and equipment descriptions).

Discussion: Boiler plate documents…what can be done to get these? Can we get around the concern about plagiarism and similarity checking? From a compliance standpoint, these documents should be possible to create and distribute because the system used for cross-checking documents for plagiarism (iThenticate) operates like TurnItIn where similarities are revealed but always checked by personnel. The committee will ask pre-award staff if this can be revisited.

6.) Small restricted receipts (SRRs) projects

Issue: Non-Federal grants and funds below a certain level have different restrictions vs. funds above this line. This may be causing some PI’s to decline small funded projects or decreasing the amounts accepted in order to minimize administrative burdens.
Faculty Senate Research Committee

Discussion: The committee discussed writing a MEMO from the Research Committee to VPR requesting an increase in the cap on these projects. This MEMO needs to be sent to new VPR-Dr. Karanfil.

Results: MEMO pending

7.) Research incentives in the comprehensive plan (previously with Interim VP Research Dr. Dooley)

Issue: The 2014-15 committee provided feedback on how the proposed incentives will be received, suggested alternatives, and discussed whether the incentives will achieve the metric goals for increasing CU research and scholarly productivity. The current committee also discussed incentive ideas with Dr. Dooley during the September 2015 committee meeting.

Update: VP-Research will update the committee on how this program is integrating with a Comprehensive Plan once the Plan is closer to finalization. VP-Research Karanfil has a standing invitation to meet with the Committee.

Discussion: The committee will continue to ask for updates on this incentives plan and offer to provide input.

8.) HR items: hiring international scholars (postdoctoral scholars and graduate students); postdoc hiring

Hiring international scholars (postdoctoral scholars and graduate students)

Issue: The hiring process for research scientists (especially international scholars) needs to be clarified and simplified in order to enhance professionalism in recruitment and hiring. The Committee requested a University-wide procedure that is clear, accessible and efficient for the PI, support staff, and the scholar that is being recruited. New Human Resources International Employee link was sent to the committee 1.September: http://www.clemson.edu/employment/international/index.html. The committee suggested the following to improve the visibility of the site, as well as lead to longevity towards future adaptation to changes. 1.) Market and troubleshooting data: Are data being gathered to be used as follow-up to identify fail points, steps that trip people up, lead to difficulties? Is it possible to track different categories in order to determine if some categories are more effective at communicating for their target group vs others? 2.) Are there plans to make this page link more obviously to the Office of Global Engagement or International Services sites? These other two sites could be easily confused as THE initial important portal for obtaining information. One example that we found is in the International Services page… where Students and Scholars are listed, but there is very little info for scholars and there is no definition of ‘student’ and ‘scholar’ (included screenshot). Perhaps adding a direct and obvious button taking people straight to the new site would help? 3.) Can a link be added to the ‘A-Z’ pages for Graduate students, Staff and Faculty pages, the Office of Global Engagement page, and the International Services page (http://www.clemson.edu/administration/ia/services/students/) because our test drive indicated difficulty in locating the best portal for access?

Hiring postdoctoral research scholars

Issue: These benefits went into effect on January 1, 2015. The post-doc leave benefits are included in the overall University leave policy and the HR office finalized a summary document and the Faculty Senate office distributed this summary to all faculty across campus. There is room for improvement to make sure hiring is not delayed.

Combined Results: Additional follow-up for both of these items is needed. HR has been invited to a committee meeting. Suggestion is to try to meet during summer. Also, the committee will find out if there are new personnel recently put in place that can be contacted and then invited to a committee meeting.

9.) University committees: IP Intellectual Property; COI policy

Discussion: University committee, Senate Representative update (Rep: Lawton-Rauh, Proxy rep: Husson)

Discussion: The Faculty Senate is represented directly on the ‘IP Intellectual Property’ committee and the ‘COI Policy’ committee. The committee provided input on a draft-run of the COI Policy training and report module. The COI Policy committee successfully installed the COI training and survey system Fall 2015, and the link was pushed to live status 16.Feb.2016. These committees did not meet.

10.) Other items discussed briefly this term:

a. Research visibility (increasing the presence of research accomplishments reporting on campus)

b. Review of previous informal campus-wide survey on perceived institutional support for research