

RESEARCH ADMINISTRATION ADVISORY COUNCIL (RAAC)
1 p.m. on Monday, March 2, 2020
Reese 524

Present:

Jeremy Alajajian	Stafford Farmer	Peter Szanton
Darlene Booker	Elaine Jacobs	Nikki Simmons
Denise Bradley-Fluellen	Stacy Leotta	Mary Welsh
Audrey Callahan	Sherry Loyd	Shanda Wirt
Vikki Cherwon	Carl Mahler	Ellen Zavala
Valerie Crickard	Sheryl Meyer	
Paul Cryer	Stephanie Sanchez-Esparragoza	

Absent

Lesley Brown	Gail Keene	Angelica Martins
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The meeting opened at 1:00 PM

1. Approval of 2/3/20 RAAC Meeting Minutes

The minutes were circulated electronically prior to the meeting. No amendments were offered. Denise Fluellen moved that the minutes be adopted and placed on file as submitted, seconded by Mary Welsh; the motion passed without objection.

2. Introduction of New Member, Sheryl Meyer, International Programs

From the Office of International Programs

Unfinished Business:

1. Revision of Policy 50.5/Compliance with UG 200.466

Dr. Tankersley met with Dean Tom Reynolds and his staff on Friday, February 28, 2020 and outlined where he saw areas that need to be addressed. The next step will be to conduct assessments down to the program level to identify deviations from the policy and the costs involved in order to provide comparable compensation to students on grants. Dr. Tankersley's goal is to have a pathway in place to adjust the policy by the end of the Spring semester so that new contracts will be as close as possible to being in compliance with Uniform Guidance. This will probably impact some RAAC Committee members when proposals for funding are created in the future. In terms of existing awards, the main impact will be having the guidelines in place before the Fall semester begins. At this time, proposals including student support should continue to be budgeted as was done in the past.

2. Training Grant Policies/Procedures Update

Mr. Szanton has worked with Ms. Crickard to and they planned to discuss these policies and procedures with representatives from NSF on Monday, March 3. They spoke with two business

officers to discuss the repayment process. Going to a two year repayment will actually violate UNC Charlotte policies because the amount of money owed by students from at least one college (CCI) is so much that the students will not be able to repay it within two years; the current standard for repayment is currently 90 days, which is obviously too short a period – but this is the current policy. Ms. Crickard spoke with her counterpart at UNC Greensboro and that university’s counterpart to UNC Charlottes Office of Grants and Contract Accounting does not get involved in repayments of student training support. If the students are turned over to collections, the students will have both the state and federal government pursuing them, which will create immense difficulties for the students. Neither the Controller’s office nor the Bursar’s office want to be responsible for repayment of student training loans. Per Dr. Tankersley, some students are able to negotiate with their post-graduation employers to pay off the students’ training loans.

3. Human Subject Payments Revisions Approval

Proposed revisions from the Controller’s office were circulated at the February meeting. No comments were received from members of the RAAC Committee since then. Peter Szanton said that CLAS requested a clarification regarding payment to foreign participants in human subjects research and whether they could receive \$100 without having to include the information in tax reporting (per the document from the Controller’s office, foreign nationals need to have taxes withheld prior to receiving any amount of money, and in most cases involving human subjects this withholding will not be feasible). Dr. Tankersley will check into this to provide guidance. Sherry Loyd requested that CLAS’s IRB coordinator review the proposed revisions. The Controller would like comments on the proposed revisions before moving forward. Shanda Wirt contacted her Dean and various department chairs but has not heard anything from them back yet; she does not feel that more time needs to be given to them to respond. Similarly, Ms. Cherwon has received no feedback from within her College. Final decisions as to whether RAAC will encourage the implementation of these revisions will be made at the April meeting.

New Business:

1. Connections Over Coffee Program

Dr. Tankersley has obtained a number of \$10 gift cards for Starbucks. The cards can be used for meetings that are intended to improve connections between administrators and researchers. The availability of these cards has incentivized some members of Research & Economic Development to meet with and get to know faculty and administrators better. R&ED staff can take RAAC members out for coffee and RAAC members can request this of R&ED employees. Dr. Tankersley encouraged the members to take advantage of this opportunity. So far there have been about ten of these cards used.

2. Cost Transfer Policy Update

For the last five or six years, it has been required that justification forms be filled out to support cost transfers but going forward justification forms will only be needed if the transfer is over 90 days old. Ms. Crickard processes fifty to sixty cost transfers each month, and she approves the great majority of them. A “redline” version of the policy was circulated prior to the meeting. Per the revisions, most justifications will not be needed so long as the transfers are made within ninety days of the

transaction. Ms. Crickard noted that most transactions that will require justifications pertain to payroll. Jeremy Alljajian moved to approve the revisions, seconded by Paul Cryer. The motion passed without objection.

3. RAP 20.3: Pre-Proposals for Sponsored Projects

Ms. Zavala noted that the policy was approved at the January meeting of the RAAC Committee. She asked if there was a process to follow in order to make the policy available to the University community via the ORSO web site. Per Dr. Tankersley, no further approvals were needed so Ms. Zavala can post it on the web site. Stacy Leotta asked how changes to the F&A distributions will be made, and Dr. Tankersley said that he will ask various offices for input; if he does not find consensus, he will re-issue a memo regarding the proposed changes in the Fall semester.

Announcements:

1. NSF webcast.

The webcast on new "Proposal & Award Policies & Procedures Guide" is available from NSF for on-demand viewing at <https://www.nsfpolicyoutreach.com/resources/2-20-pappg-webinar/>. The changes will be effective for proposals submitted or due and awards made on or after **June 1, 2020**. The major changes are to biographical sketches and current and pending reports. It is advised that faculty start the process early as these changes can be made ahead of time. The new guidelines will standardize the process and the format. Dr. Tankersley asked the Committee members for their opinions as to whether notices should be made to the campus community about this; Ms. Zavala will discuss this with Lesley Brown. Ms. Leotta noted that NSF has not yet issued the template for researchers' CV's, and she suggested not making any announcements until the template was available. Ms. Wirt recommended having a brown bag lunch for faculty after the template is available. On April 1st, Lesley Brown conveyed that the NSF templates are now available. Mr. Szanton noted the DOD's template is very similar to NSF's. Dr. Tankersley recommends that Ms. Zavala create a memo to all faculty regarding the PAPP Guide along with notes and FAQ's from the webinar that can be posted on the web site. The RAAC Committee will re-visit the topic at the April meeting.

The meeting ended at 1:48 PM

Respectfully submitted,

Carl P. B. Mahler, II