

RESEARCH ADMINISTRATION ADVISORY COUNCIL (RAAC)
1 p.m. on Monday, January 6, 2020
Reese 524

Present:

Jeremy Alajajian	Stacy Leotta
Darlene Booker	Carl Mahler
Denise Bradley-Fluellen	Angelica Martins
Lesley Brown	Stephanie Sanchez-Esparragoza
Audrey Callahan	Susan Sell
Vikki Cherwon	Peter Szanton
Valerie Crickard	Nikki Simmons
Paul Cryer	Mary Welsh
Stafford Farmer	Shanda Wirt
Elaine Jacobs	

Absent

Gail Keene	Ellen Zavala
Sherry Loyd	

The Meeting Opened at 1:01 PM

1. Approval of 12/4/19 RAAC Meeting Minutes

Lesley Brown moved that the minutes of the December 4 meeting be revised to correct the spelling of her name and that the corrected minutes then be accepted. The motion was seconded by Stephanie Sanchez-Esparragoza and passed without objection.

2. Introduction of Guests

Susan Sell, the Associate Dean for Research and Graduate Studies in the College of Health and Human Services attended the meeting.

Unfinished Business:

1. Appointment of Vice Chair

Peter Szanton has accepted position of Vice Chair for the 2020 academic year.

2. Revision of Policy 50.5 Tuition Remission for Graduate Students Supported on Sponsored Awards

A handout of the current policy was circulated at the start of the meeting along with the Uniform Guidance on Tuition Remission (Section 200.466, "Scholarships and student aid costs"). Dr. Tankersley expects to have an updated draft of this policy available by the February, 2020 meeting. He asked if there were any particular questions about the policy. Valerie Crickard noted that there were concerns about the possibility of graduate students maxing out their total "cost of attendance"; should this occur, the Financial Aid office would be required by the Uniform Guidance to decrease any amounts that had been previously allocated

for stipends and/or tuition for such students. Various attendees noted difficulties that had arisen in the past when budgeted funds had not fully covered tuition and/or stipends in the past. Dr. Tankersley noted that tuition remission and other support for students must be provided consistently in the same manner for federal grants as for other awards and internal sources. The required level of work must be reasonable for the compensation received and must be applied consistently. Inconsistency with this requirement would create difficulties for interdisciplinary projects involving students from various colleges within the University. Dr. Tankersley also noted that many academic institutions require that the individual departments set the pay rate for all students at the beginning of the year and that this pay rate be adhered to; the pay rates may vary by discipline and by program level. Susan Sell noted that the pay rates within her college may be different from program to program because different programs may have different requirements (for example, the number of hours that students must work while on campus may vary from program to program). Academic Affairs is gathering data on institutionally-supported students. Dr. Tankersley also noted that it can be difficult to structure the portion of a budget allocated to in-state tuition; for instance, should it be pro-rated if the student is only enrolled as a half-time student? Mr. Alajajian noted that it is important for the University to develop a consistent practice for handling grants from sponsors who will not pay full tuition, as this forces the institution to absorb the unreimbursed tuition costs. Dr. Tankersley noted that it is important to obtain guidance from the Office of Legal Affairs about how to handle such situations consistent with federal requirements. Further discussion of the subject was postponed for a subsequent RAAC meeting.

3. Updates on Pre-proposal Research Policy

Mr. Szanton provided a revised version of the proposed policy which had been re-cast into the University's standard format for policies. The policy is referred to as Policy 20.3. Mr. Alajajian moved to recommend adoption of this draft of the policy, seconded by Ms. Brown; the motion was approved without dissent.

4. Update on training grant policies/procedures

Ms. Crickard reported that the procedures for training grants that had been provided by the College of Education had not met the needs of some other parts of campus, so Brad Trahan in the Office of Legal Affairs is working to create a template for use by the entire campus. She is currently schedule a meeting with Mr. Trahan to work on this and she expects to provide more information on it at the February RAAC meeting.

5. Final Review of revised F&A waiver guidelines

A document with two paragraphs was circulated to the members; the first paragraph pertained to procedures for waiver of the generally applicable F&A rate and the second paragraph pertained to distributing a portion of F&A costs to PIs and/or to the PIs' academic departments. The first paragraph had been discussed at the December RAAC meeting but the second paragraph had not. Ms. Crickard noted that although the first paragraph did not need to be amended, in any requests for waiver of F&A the base upon which the F&A was applied (e.g., TDC, MTDC) needs to be specified. Ms. Brown moved that the first paragraph be adopted, seconded by Mr. Szanton. The motion passed without objection.

Dr. Tankersley asked the committee's opinion as to whether he should circulate the approved first paragraph now or wait until the second paragraph had been modified and approved. Mr. Szanton recommended waiting until both paragraphs had been approved so as to avoid multiple changes to the same guidelines being released in a short period of time.

New Business:

1. Handling of internal grants with InfoEd

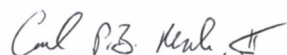
Ms. Brown provided a list of fields that currently used in NORM for tracking internal grants and asked for advice as to whether this list should be changed when the University moved from NORM to InfoEd. Dr. Tankersley recommended considering whether a subset of these fields would be sufficient for tracking the grants within InfoEd.

2. Proposals with Organizational Conflict of Interest (OCI) language

Ms. Martins reported that concerns regarding Organizational Conflicts of Interest ("OCIs") and Institutional Conflicts of Interest ("ICIs") have recently come to the attention of a number of US universities. Ms. Loyd will work on guidelines on what to look for when BAAs and RFPs require certification about OCIs and ICIs. Ms. Martins requested at least two weeks advance notice prior to the final date for grant submission in those cases in which the RFP or BAA includes representations regarding OCIs and ICIs – such representations are often required by RFPs and BAAs from the DoD, DoJ, and DARPA. These concerns are relatively new at many universities including UNC Charlotte, and Ms. Martin asked that the Committee members be aware of them. The Conflict of Interest Manager (Ms. Loyd) should be contacted when representations about OCIs and/or ICIs are noted, and notes will be added into NORM (and eventually into InfoEd) when these requirements apply.

Meeting ended at 2:08.

Respectfully submitted,



Carl P. B. Mahler, II

NOTE: after the meeting, the guidelines for F&A waiver were modified to say that requests for waivers should include a cover memo that includes a detailed rationale for the request and documentation of the sponsor's standard policy or guidelines indicating a limitation on F&A recovery.