

**RESEARCH ADMINISTRATION ADVISORY COUNCIL (RAAC)**

**1 p.m. on Monday, July 12, 2021**

**via Zoom**

**Present:**

Jeremy Alajajian  
Darlene Booker  
Lesley Brown  
Audrey Callahan  
\*Vikki Cherwon  
Valerie Crickard  
Paul Cryer

Stafford Farmer  
Elaine Jacobs  
Rachel Ladenheim  
Stacy Leotta  
Sherry Loyd  
Carl Mahler  
Angelica Martins

April Schenck  
Nikki Simmons  
Peter Szanton  
Shanda Wirt  
Ellen Zavala

**Absent:**

Mary Welsh  
Stephanie Sanchez-Esparragoza

The meeting began at 1:01

**Meeting Opening:**

I. Approval of meeting minutes for 6/7/21 RAAC meeting  
Ellen Zavala moved to approve the minutes as corrected, which motion was seconded by Vikki Cherwon and passed without objection.

**Old Business: (20 mins)**

II. Implementation of Revised Policy 50.5  
Prior to the meeting Carolyn Aguiar circulated a revised version of Policy 50.5 “Tuition Remission for Graduate Students Supported by Sponsored Awards”. An announcement of the revised policy will be sent out on the afternoon of July 12, 2021 and the policy itself will be distributed across campus in the near future along with a list of Frequently Asked Questions. Dr. Tankersley encouraged everyone to review the FAQ’s for the revised policy and to reach out to him with any additional questions. Valerie Crickard stated that the old policy will be removed from the GCA website on July 15 and it will be replaced with the revised policy. Compensation packages for graduate programs will no longer include fees in most cases.

Dr. Tankersley noted that additional work will need to be done for those programs that are early adopters of the policy. The policy requires that information about the compensation packages be provided to Academic Affairs; Academic Affairs will inform GCA of the specifics of each program’s compensation package after it has approved that compensation package. Academic Affairs will need to approve changes that are made to compensation packages after their initial approval. Dr. Tankersley will reach out to the Provost to determine who will be tasked with approving compensation packages on behalf of Academic Affairs.

Dr. Tankersley recommended that new proposals that are submitted prior to July 15 be reviewed to ensure that they comport with the revised packages that go into effect on the 15<sup>th</sup>. Shanda Wirt asked how to handle programs that are not included in the list of compensation packages that have been approved by Academic Affairs and Dr. Tankersley replied that in those situations only stipends can be charged to an award, not tuition or fees. The graduate programs have until July 1, 2022 to have their compensation packages approved. If the packages are not approved by that date then graduate students in those programs cannot be supported by awards. Ms. Crickard noted that if tuition is awarded to a student and the grant does not allow tuition support then the graduate program becomes responsible for paying the student's tuition.

III. Internal Proposals in Niner Research - Responsibilities at Pre- and Post-Award States  
This item was postponed to the August RAAC meeting

**New Business:**

IV. Release Time Forms

Darlene Booker is responsible for processing release time forms on behalf of GCA. If there are any salary increases, those increases must be taken into account. These forms will be executed via DocuSign so as to allow for better tracking of approvals and to ensure consistent record retention.

V. Year Over Year Tuition Escalation on Grant Proposals

Ms. Zavala circulated a document prior to the meeting showing year over year tuition changes. Previously these increases had been projected at 5% per year, but documentation shows this rate of increase has not been accurate. Ms. Zavala projects that tuition rates will start to rise again and she recommends using 2% as the escalation factor for salaries of faculty, staff, and graduate students as well as for tuition. The escalation factor for increases in fringe benefits are not available yet. In the past, fringe benefits has used a 3% escalation factor, but this may be too high; determination of the proper factor for fringe benefits is ongoing. Dr. Tankersley recommends revisiting the escalation factors at the end of each academic year.

VI. Director Retirements: ORSO and CRE

Lesley Brown had previously announced that she will retire on September 1, 2021. Ellen Zavala will also retire on that day, but will start taking time off starting the week of July 19. Dr. Tankersley will appoint interim directors for CRE and ORSO in the coming weeks, and searches for filling both positions will start soon.

VII. Update on R1 Commission Report and Outcomes

Areas of research excellence for the University have been identified. They have been vetted by the members of the R1 Commission and by external peer evaluators, and the outcomes of the Phase I review will be announced in the near future with the Phase II review being announced subsequently. The Commission is considering strategies for accelerating research and the Commission's recommendations will be included in the University's Strategic Plan. These will touch on research administration and will therefore affect the RAAC members. Dr. Tankersley

will schedule a time to review the highlights of the plan with the RAAC.

**Upcoming Meetings:**

The meeting that would normally be held on August 2<sup>nd</sup> has been rescheduled for 11 a.m. on August 19<sup>th</sup>. The meeting that would normally be held on September 6<sup>th</sup> has been rescheduled for 1 p.m. on September 13<sup>th</sup> due to the Labor Day holiday.

The meeting ended at 1:45 PM.

Respectfully submitted,

Carl P. B. Mahler, II