



MINUTES & OUTCOMES

1. The committee met for the first time in AY 2011-2012 on October 4, 2011.
2. Attendees included: Erica Hill, Rick Wolk*, Sanjay Pyare (chair), Kelly Jensen, Marsha Sousa, Chip McMillan, Barbara Hyde*, Jeremy Kane, and Chris Donar*. David Tallmon and Jan Straley were not present.
*New members
3. UAS Institutional Research Board / IRB (Erica)
 - Regular classes involving human-subject research typically do not require full IRB review, but instructors will have to undergo IRB training
 - The grant proposal flowchart only mentions IRB/IACUC but does not articulate when review should occur. Grant proposals involving IRB-related research should ideally undergo review before submission of a grant through UAS channels, so PI's should plan for an extra ~ 1 month beyond current grant proposal timeline
 - A flow chart to guide faculty on IRB proposal submission was recommended and in development
4. UAS Animal Care / IACUC (Marsha & Kelly)
 - An assurance of compliance agreement is in the works with UAF IACUC committee to cover UAS IACUC needs
 - Kelly Jensen is the IACUC liaison with the UAF committee
 - This will run UAS about \$10k/yr and cover review for the number of proposals UAS had traditionally generated over the last few yrs. UAS IACUC needs will be reviewed on a year-to-year basis.
5. Website progress and feedback (Sanjay)
 - A draft has been available at: www.uas.alaska/sandbox/research
 - Content will continue to be added to the website, with a target of Nov 1 for a more complete website
6. Term-Faculty-as-PI Exception Form (Kelly)
 - A form has been generated by Kelly Jensen, but this had not undergone final review and approval by VC Carol Griffin
7. 2011-2012 Undergraduate Student Award (Sanjay & Kelly)
 - The committee unanimously agreed to maintain all of the eligibility requirements and the basic format of the application as is from 2010-2011
 - A draft application form with minor edits and improvements is to be circulated for Committee review, before being disseminated by ~ Nov 1
 - The plan is to improve marketing of the Award to students, over Sanjay's "highly creative" mass email approach last year!
8. UAS Student Research & Creative-Activity Forum (Sanjay) was targeted to occur sometime in April
9. Center for Undergraduate Research (CUR) Conference (Kelly) was going to be attended by Kelly in Nov.

ACTION ITEMS:

- Erica to develop a flow chart to guide faculty on IRB submission
- Erica would send a link out to instructors for online IRB training
- Kelly to review the grant proposal timeline/flowchart document to better articulate the extra time (e.g. 1 month min) that PI's should allow for IRB or IACUC review
- Barbara to facilitate review and approval of the Term-Faculty-as-PI Exception Form
- Sanjay and Kelly to edit final URECA application form and circulate
- Sanjay and Kelly to add more content on the research website by the end of the month (Oct)