



**Meeting Minutes**  
**24 September 2014**

**Committee Members Present:**

Brian Vander Naald (chair), Brian Buma, Chris Donar, Kelly Jensen, Chip McMillan, Margaret Rea, Karen Schmitt, Emily Wall

**Committee Members Absent:**

Claire Ligsay, Jan Straley

**Guests:**

None

**Discussion Items**

**New Business**

**VPRSP topics of interest...** Karen Schmitt in her role as Vice Provost for Research and Sponsored Programs brought the following items of new business:

- Increased UAS representation on the Statewide Academic Council (SAC): the position of VPRSP at UAS currently does not have membership on the SAC. The Committee considered the implications of this. Similar roles at UAF and UAA are included in the SAC. After discussion and clarification regarding the function of the SAC and its importance to the mission at UAS, the Committee decided by consensus to draft a letter requesting representation. The letter will route through Faculty Senate to the Provost and then on to the SAC.
- Measures of success in the area of UAS Core Theme 4 (Research and Creative Expression): UAS has established metrics regarding research engagement and learning impacts especially as they relate to grant expenditures. Are these the measures we want? How often do we want to revise them? Who should be part of the conversation when the time for revision arrives? Advocacy for student engagement in research is a minimum. Karen would like to provide regular reports to the Committee related to the topics of research expenditures, grant proposal submissions vs. awards and student engagement.

From the above, discussion then focused on the availability of certain tools to inform the decisions/metrics and the usefulness of data. The Committee agreed that it is difficult to identify by a formal query, the number of students and the type of projects if they are not somehow keyed in Banner. This applies to URECA awardees as well as to students who are on payroll in some way as research assistants.

**Promotion and Tenure and Faculty Handbook...** Brian Buma brought the following topic for consideration: current faculty handbook guidelines for manuscript authorship in promotion and tenure review. The faculty handbook guidelines regarding promotion and tenure have not been reviewed and/or revised for a very long time. The guidelines show that more points are given to a faculty member when he or she has written an article without co-authors. This requirement is antiquated and no longer in keeping with the trend toward collaboration – especially in the Natural Sciences where faculty wish to encourage undergraduate student collaboration as well as collaboration with peers. Brian recommended that this “disincentive” toward collaboration be removed. The Committee agreed by consensus to support Brian’s recommendation. An incentive measure was also briefly discussed. The group then briefly discussed the types of metrics applying to Social Sciences and Humanities, such as juried vs. non-juried art exhibits.



**Equipment purchase photo documentation...** Kelly informed the group that a memo outlining photographic documentation of equipment purchases is forthcoming. It was suggested that the memo be made available to all Schools through the VPRSP. Margaret reiterated the need for keeping the original purchasing paperwork for pieces of equipment.

**URECA 2015 Application...** Kelly and Brian VN, together with the VPRSP are finalizing details for this year's application. The announcement/application will be posted by late October.

**Grant expenditures to date...** Margaret brought the following information/instructions to the group: some faculty members wish to run their own reports regarding grant expenditures to date for their specific projects. Margaret explained that this is possible and distributed materials helpful to the process: a request form for a login to be able to do the query and instructions with screen shots outlining how to do the query. Copies are available from Margaret, Kelly or Brian VN.

### **Establish next meeting date**

The Committee decided by consensus that meetings need to occur slightly more often during this academic year and that the next meeting should be sometime during the last week in October.

### **Action items**

- Research faculty and staff field insurance/medevac vendors (Jason and Kelly) - ongoing
- Research possible field safety courses and determine a regularly-offered schedule (Brian, Kelly, new VP RSP) – ongoing
- Draft a letter stating the need for and requesting representation on the SAC for the UAS VPRSP (Brian VN and Kelly)
- Draft a memo suggesting revisions to the Faculty Handbook regarding guidelines for promotion and tenure with respect to authorship (Brian B)
- Announce and post the URECA 2015 application (Kelly and Brian VN)
- Consider the type of metrics which would be specific to each discipline and which could provide better tools for assessment/measures and report back to the Committee (ALL members)
- Survey poll for next meeting date (Brian VN)