



Meeting Minutes - Wednesday, August 22, 2012

Members Present: David Tallmon (chair), Chris Donar, Erica Hill, Barbara Hyde, Kelly Jensen, Jeremy Kane, Claire Ligsay, Chip McMillan, Jan Straley

Members Absent: Marsha Sousa, Rick Wolk

Visitor: Cathy Connor

Minutes

1. The Research & Creative Activity Committee held its first meeting of AY 2012-2013 on August 22, 2012 and began with introductions.
2. Research & Creative Activity Committee members were asked to visit, and to provide feedback on, the RAC website (uas.alaska.edu/research).
3. David reported that the listserv invitation email had not been sent over the summer but that it would be (by Anita) in the next couple weeks.
4. Claire reported that all forms are now identified and several are complete in Word. She and Kelly are working to finalize the format. Forms will be migrated to .pdf-fillable and uploaded onto the website within the month.
5. Erica brought an informal report for Rick indicating that he could not attend and had no update to make regarding the student discussion forum. This item will be reviewed in the next meeting.
6. Jeremy has asked the committee to consider a more formal/professional/polished approach to the nature of the URECA awardee symposium. The committee discussed several options for addressing this need including: 1. noting on the application that faculty will be required to mentor the student for the presentation as well as for the project and 2. an item be added to the student orientation session regarding presentation preparation. Erica and Jeremy offered to meet with the group of awardees prior to April and provide pointers for successful presentations.
7. Kelly distributed draft applications for the URECA 2013 award and requested comments.
 - The timeline for URECA is as follows: application announcement – first week of Fall semester; deadline – December 3; initial review/ranking – mid to late December; award announcements – first week of Spring semester
 - The question regarding use of funds for payment of survey respondents is still being researched.
 - The committee discussed the question of non-program student eligibility and decided to add a note to the application indicating that priority would be given to program students.
8. David reported that he had been researching various models for F&A distribution both in and out of Alaska. He suggested that UAS PIs may wish to request of their Dean an accounting of the distribution and inquire about the possibility of distributing a portion of those funds back to the individual PI.
 - Barbara brought information regarding the amounts and percentages of previously distributed F&A as well as the calculation used in doing so. She also indicated that as of this year, the debt repayment to the NSRL building is no longer being taken from A&S F&A and that the total F&A to the Juneau campus for research grants for FY '12 was approximately \$133K.
9. Barbara asked that the committee consider whether or not to include UA Foundation grants in the research proposal metric provided to the legislature. It was agreed that those grants should be included in the metric given to the legislature.



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Action Items

- RCA members will review and provide feedback on the RCA website.
- Claire and Kelly will work to finalize the necessary forms in .pdf and request the assistance of Anita for posting the RCA website.
- URECA application preparations (Kelly working with others as necessary):
 - add a line to the application indicating priority for program students
 - add a line to the application indicating that the faculty mentor must assist the student in presentation preparations
 - add the topic of presentation preparations to the list of discussion items during orientation
 - ask Marsha about possible funding available for students from Sitka or Ketchikan who wish to participate in the symposium
- Barbara offered to run a query to provide F&A information by agency type and distribute to the group.