



**Meeting Minutes**  
**04 December 2015**

**Committee members present:**

Brian Vander Naald (chair), Brian Buma, Kelly Jensen, Chip McMillan, Karen Schmitt, and Emily Wall

**Ad-hoc member(s):**

Carolyn Bergstrom (IACUC representative for UAS)

**Committee members absent:**

Chris Donar, Roxy Felkl, Claire Ligsay, Jan Straley

**Guests:**

None

**Members emeritus:**

Sanjay Pyare, David Tallmon

**Discussion Items**

**New Business**

**None requested**

**Continuing Business**

**ORCA Manager recruitment...**

Karen reported that the first choice candidate withdrew from selection due to a family medical situation and that the second choice candidate had already accepted another offer. The pool contained one other qualified candidate who will be interviewed next week. Additionally, UAS HR is working to get the position posting out to other organizations. In the interim, Pat Belec is providing administrative support, but it is recognized that this un-filled position represents a significant lack of support for faculty and administrative assistants.

**Faculty working on grants for which they are not paid...**

Karen and Roxy met with Gail regarding this issue and will invite Gail to the next meeting to further explain.

**SPBAC and Research Activity reporting...**

Faculty Senate wants a subcommittee appointed to tackle all of the measures that SPBAC created. Brian VN met with Brad Ewing to discuss measures and Brian VN would like another representative (likely from NS) to be on this subcommittee. UAA and UAF are classifying research as its own distinct program, but UAS has embedded it across workloads. Side note: SPBAC has given a budget reduction scenario exercise to each campus which must be completed soon. Targets are \$1 million at Juneau, \$300,000 at Sitka and \$300,000 at Ketchikan.



**Proposal Prioritization Committee (PPC)...**

Brian Buma provided the flow chart/priority-setting document developed by the PPC and asked for discussion regarding the document. This is a tool to use in order to help the infrastructure (grant proposal coordination) meet the demand. Brian B asked the group review this document and noted that it will go to NS for approval. Additionally, he asked that the G&C Office consider eliminating the need for G&C review of internal proposal submissions (those that are awarded by EPSCoR, BLaST, INBRE – at a minimum, the travel awards).

**URECA (upcoming RFP) discussion...**

URECA deadline is December 13 and the URECA Symposium is scheduled for April 13.

**SoM representative on this RCA Committee...**

Further discussion tabled for a future meeting.

**Field Schools Protocols Document...**

Further discussion tabled for a future meeting.

**Tidal Echoes update...**

Emily Wall reported that Tidal Echoes now employs an online database submission system. Additionally, a fall intern has assisted students in the submission process as well as the required release forms.

**Establish next meeting date**

The group decided by consensus that the next meeting shall be held in February. Brian VN will send a Doodle Poll to establish a date and time.

**Action items**

- Ask Gail to attend/present at next RCA Meeting regarding the concerns above (Karen and Roxy)
- Discuss inclusion of the new SoM faculty member on RCA (all members, next meeting)
- Survey poll for next meeting date (Brian VN)