

Research Advisory Board
May 20, 2009
Shuster Hall 336
3:00 PM

Minutes

In attendance: Professor Marilyn Aguirre-Molina, Professor Eugene Chudnovsky, Ms. Stephanie Endy, Mr. Dominic Esposito, Professor Michael Ferraro, Professor Mira Goral, Dr. Marzie Jafari, Professor Alan Kluger, Professor Herminio Martinez, Mr. Joseph Middleton, Professor Janet Munch, Professor Joseph Rachlin, Professor Anne Rothstein, Ms. Rene Rotolo, Dr. Robert Troy, Mr. Derek Wheeler, Ms. Marcie Wolfe

1. Review and Approval of Minutes – Ms. Stephanie Endy

The Research Advisory Board approved the minutes from the May 6, 2009 meeting.

2. How should RAB approach themes identified?

Discussion presented the option of subgroups of various sizes and the level of detail that the entire board should be involved in. Other approaches involved work being done all by the full board to its finest detail to work being done by ORSP with only final presentation to the board. Of interest was also the outcome of the board's work. General consensus led to the formation of a subgroup to begin working on an outline of a "Researcher's Handbook" to include as many of the topics discussed to date as possible. Volunteers to begin the outline included Michael Ferraro, Janet Muncy, Robert Troy, Stephanie Endy, and Dominic Esposito. This group will meet before the next Research Advisory Board meeting and will present the results of their research and discussion next meeting.

3. RAB Commitment and Schedule

a. When should RAB break for Summer?

b. When should RAB resume meetings in Fall?

The board agreed to meet through June (June 3 and June 17) before breaking for the summer. Meetings will resume on September 2, 2009.

c. How long should RAB members serve?

Discussion raised terms from two to four years and raised concerns about the unique roles of some of the administrators on the board. Consensus gathered around a three year cycle for faculty and non-unique administrators, with the first third rotating off after the Spring 2010 semester. Unique administrators will serve continually.

4. Priority Issues from Administration

a. Responsible Conduct of Research *Alan Kluger*

NSF has in implementing a policy on October 1 that will require training and oversight in the Responsible Conduct of Research (RCR) for all NSF funded persons. It was suggested that the College take a proactive approach to this issue and also speak with Dr. Gillian Small and inquire if CUNY is going to address this topic centrally. To protect Lehman College faculty, researchers, and employees, Lehman College is developing a program to address the NSF response. It is anticipated that NSF is only the first of all the federal agencies to require this training and oversight. In light of the national discussion with NSF and the Council on Government Relations, Lehman College is considering expanding the requirement to all faculty, students, and staff involved in sponsored research. The most likely option for Lehman College is that RCR training will take the form of an online course administered by CITI, and oversight will include the requirement that a printout of the certificate showing successful completion of the module will be sufficient. After discussion, the Board agreed that all those that receive funding and everyone hired on the RF payroll should take the CITI training. Dr. Troy, Professor Kluger, Dr. Lois Levy and Ms. Endy will initialize the parameters for the training.

b. Electronic Pre-Award Research Administration

Electronic Preaward Research Administration: Lehman College will begin examining three software packages for electronic pre-award research administration with demonstrations of all three at the June 20 meeting. Discussion at the June 20 meeting will include whether or not this approach to proposal routing and approvals is appropriate and viable for Lehman College.

c. Strategic Priorities for Research

The provost has asked that the Research Advisory Board members begin to think about Lehman College's Strategic Priorities for Research for discussion next year.

Meeting Adjourned

Next Meeting: June 3, 2009

Please send agenda items to Stephanie Endy in advance.