**UNL Research Council**

**September 24, 2014, 344A Whittier Research Center**

**MINUTES**

***Present:*** Professors Awada, Azzam, Burnett, Christensen, Enders, Hachtmann, Jones, Olson, Soh (via phone), Zhang and AVCR Goddard.

***Call to Orde*r:** Awada called the meeting to order at 11:00 a.m.

***Welcome new members:*** AVCR Goddard welcomed the members to the Council and thanked them for playing a critical role at the university by assisting faculty and promoting research on campus. Goddard briefly talked about the expectations that VC Paul has for the members while serving on the Council. Goddard also asked the members to contact him if they have any suggestions on how things could be done differently/better.

Awada went over the main duties that the members will be asked to do during the year, such as: review submitted funding applications and make funding recommendations. Review nomination materials for the Nebraska Lecture Series speakers and make a recommendation to be forwarded to VC Paul.

***Approval of Minutes April 18, 2014:***  Motion made to accept the minutes as distributed. Motion seconded and approved.

***Approval of Minutes Nebraska Lecture discussion April 18, 2014:*** Motion made to accept the minutes as distributed. Motion seconded and approved.

***Fall 2014 sub-committee assignments:*** Awada discussed the sub-committee assignments for all of the funding categories, assigning members who have served on the Council for at least one year to be committee chairs. There was discussion on possibly dividing up the submitted applications by discipline (sciences, humanities). It was determined this would be difficult to do and the number of applications received for the sciences would probably outnumber the humanities applications, making for an uneven workload for the committee members.

There was additional discussion about applications that are not written in lay terms. Not all Council members are in the sciences, which can make it difficult to evaluate the proposals and make the appropriate recommendation. There was also talk about the amount of space that some faculty use to explain their research. It’s important that faculty remember to explain how the funds will be used (if received), to leverage their projects for external funding possibilities.

Awada reminded the members that the submitted proposals are confidential and should not to be discussed with anyone outside of the Council. Awada also talked about the review comments that will be sent to the PI’s not getting funding. The comments need to be precise and constructive. Each committee needs to have one review sheet of comments completed for each proposal. You can average your review scores, then submit one sheet with the committee’s comments for each proposal. The goal is to have these comments/feedback help the PI’s become better researchers. Awada also mentioned the committees, after reviewing their applications, may find they have excess funds in their category. This is fine, when the Council meets in November, there may be applications in other categories that could be funded, the available funds from one category can always be moved to one of the other categories if needed.

Awada reminded the members that the application deadline is October 10 for all categories. There was discussion on possibly moving the deadlines. At this time, moving the dates is not feasible, however, it’s possible to change the application deadline for next year.

***Pending items from FY2013-2014:*** Discussion about rewriting the RFA’s, changing the language, specifically for the Interdisciplinary Grants. Enders said he would be happy to work on the Interdisciplinary RFA.

Regarding the notification of deadlines for application submission, the members asked if there could be announcements sent out during the first part of September. There was discussion on how/when these deadline announcements are made. Can they be included as part of the funding announcements that the Office of Proposal Development (OPD) sends out to their listserv every week? AVCR Goddard will talk to VC Paul and the ORED senior team to see if the internal competition deadlines could be included in the funding announcements for future competitions. There was additional discussion about how different departments announce/advertise these internal deadlines. Some departments make announcements at their faculty meetings, others send out announcements via their faculty listserv or rely on faculty mentors to communicate the deadlines to their mentees. As with anything, there’s pros/cons of having more faculty applying for these grants.

***Dates to Remember:*** Awada reminded the members about the following deadlines regarding the Research Council’s request for applications.

October 10, 5:00 p.m.: Deadline for faculty to submit proposals for funding

October 20, 5:00 p.m.: Proposals ready for review by each subcommittee in NUgrant

November 14: Sub-committees deadline for review and recommendations

November 17-21: Research Council meets to vote on recommendations

December 15-20: PIs notified

***Adjournment:*** There being no further business, the meeting adjourned at 11:50 a.m.