# **D R A F T**

## **PLANNING, RESOURCE AND BUDGET COMMITTEE**
## **Minutes**
## **April 15, 2016**
### **1:00 PM – 2:30 PM**
### **CP-1060-05**

**Attendance**

|   |   |   |   |   |   |
|---|---|---|---|---|---|
|   | Michael Badal |   | Mike DeMars | √ | Bill Meyer |
| √ | Erica Bowers | √ | Berenecea Johnson Eanes | √ | Dave Mickey |
|   | Gail Brooks |   | Mildred García | √ | Irena Praitis |
| √ | Jon Bruschke |   | Christa Johnson | √ | Greg Saks |
| √ | Ann Camp representing President Mildred García | √ | Danny C. Kim |   | Gabe Sedeno |
|   | José Cruz |   | Stacy Mallicoat | √ | Michael Shafae |
| √ | Amir Dabirian | √ | David McKenzie | √ | Sora Tanjasiri |
| √ | Paul De Land | √ | Robert Mead |   |   |

Guests: Adamson, Garcia, Graylee, McMahan for Provost Cruz, Rikli, Swarat, Villarreal, Wong

## I.    Call to Order

- Chair Bowers called the meeting to order at 1:03 pm.

## II.    Announcements

- None

## III.    Approval of Minutes

- April 8, 2016
  - o   M/S/P  De Land, Dabirian with changes to section 4.3 as suggested by Tanjasiri

## IV.    New Business

- Research enterprise – AVP Rikli (time certain, 1:10)
  - o Guest AVP Rikli presented a power point on Research & Sponsored Projects which covered the following topics:
    - CSUF Mission – Teaching and Research
    - Strategic Plan #4 – Objective: Increase by 25% overall grants and contracts revenue generated through PI applications
    - Summary and Conclusions – Progress in external fundraising but ranks 'last' compared to CSU peer campuses.  Concern - Faculty Retention
    - Background: Restructure Research & Grants Operations: RCATT, ORD, OGC, OSP (4 offices at 3 locations)
    - New Structure – Single Umbrella Office (ORSP)
    - Rationale for Change in Structure

- Steady Progress: Grants & Contracts Funding for the past 3 years (FY 2012-13 thru FY 2015-16)
    - Grants Submission by College - FY 2010-11 thru FY 2014-15
    - Awards by College/Division – FY 2012-13 thru FY 2014-15
    - Funding by Sponsor 2014-15 - Federal, State, Non-Profit, DOE, Local, Profit/Private, Foreign)
    - Award by Agency: FY 2012-13-FY 2014-15 – US Dept of Education, CSU, UC, US SBA, National Science Foundation, National Institute of Health, Other
    - Success Rate: Proposals Submitted/Awarded (All Agencies and Federal) – FY 2011-12 - FY 2014-15
- Concerns: CSUF Ranks 11th with little change over the past 5 years
    - External Funding for CSU Campuses–FY 2008-09 - FY 2013-14
    - CSU Grants & Contracts Expenditures in FY 2013-14 for Tier 1 & II Campuses
- Research Climate Issues at Fullerton – Equitable costs for assigned time for grant-support research; Support for research/proposal writing; Description of faculty workloads; Post award support for PIs
    - .25 vs .20 cost of 3-Unit Course Release – Direct and indirect costs over 5 years
        - .25 Buy-Out Rate: Leaves little for research/student assists vs
        - .20 Buy-Out Rate: More  funds for research/student assists
    - Assigned Time: Via Intramural Grants in FY 2015-16
    - Intramural Applications & Awards
        - Junior/Senior and RSCA Awards by College in FY 2015-16
- Proposal Writing Assistance – 4 College-Based Research Grant Specialists (RGS) and Centers/Institute Assistance (ex: HPRI)
    - How RGS Helps-Assists with funding, crafts proposal, obtains approval, documentation, prepares budget, tracks timeline, liaison with Grants & Contracts
    - Other types of assistance: Funding My Research Workshops, Research Festival Day, College-based workshops, Centers/Institute Support, Indirect Costs Return to Colleges
    - Indirect Cost Return 3-Year Data – July 1, 2012-June 30, 2015
- 3rd Faculty Concern – Reasonable description of faculty workloads in grant proposals
- 4th Faculty Concern – Adequate post award support for PIs
    - HPRI – Health Promotion Research Institute – Recommendation for Post Award Administrator to be funded by the university vs funding by grant
    - Post Award Grant Administrator-Orientation, monitors budget, handles administrative tasks, hires staff, students and requests stipends, provides financial reports, acts as a resource
    - Student Research–Part of Research Enterprise (HIP)–SCAR, SCCUR, CUR Posters, Student Research Competition & Creative Activities Day, Outstanding Scholarly & Creative Activities Awards
- Regulatory & Compliance Activities – IRS, IACUC, Compliance Officer
- Summary/Re-cap – Positive news (increase in external grant funding) & Negative news (continues to rank last among peer group), Concern (Inadequate support, workload, assign time, potential retention issues)

- Recommendations (4)–Change cost of buyout time from .25 to .20; Provide adequate assign time for faculty; ***Provide Research Grant Specialist to each college; Provide post award support services for PIs. Requests PRBC support for the last two recommendations.***

- Budget Request – Top Priorities
  - Post Award Grant Administrator
  - Salary support for RGS coverage in each college
  - Proposed RGS Coverage of current employees and new hires

- High Impact Practices (HIPs) pilot update – VP Dabirian
  - VP Dabirian, Deputy Provost McMahan and Guest Swarat shared a presentation "High Impact Practices: Fall 2015 Pilot Update" and offered an update of the campus program with a discussion on the following:
    - CSUF' Strategic Plan - Goal #2 and Objective
    - Taskforce Recommendation – Titans Reach Higher (Research, Experiential, Active, Community, Human)
    - Defining HIPs – Characteristics
    - HIPs Process: University Perspective
    - Data Collection Overview – What and how to measure (Student participation, student learning and HIP characteristics)
      - HIPs Pilot Fall 2015: Curricular – Participation-35 courses in 5 colleges, 14 courses tracking in iFullerton, 971 students
      - HIPs Pilot Fall 2015: Co-Curricular – Implemented in 7 sites
    - Faculty Support – IMPACT Teaching Certificate
    - Data Analysis Overview: University & Course Level
    - Fall 2015 Pilot Preliminary Findings – Experiences & Learning Gains
      - Is the strategic plan goal met? (student participation)
      - Does HIPs participation lead to positive learning gains?
      - What are students' experiences in HIPs–Quantity? (How many opportunities)
      - What are students' experiences in HIPs–Quality? (The opportunities are adequate)
      - What are students' experiences in HIPs-Perceived gains? (The opportunities are helpful)
      - Is there any dosage effect for the HIP characteristics on the perceived and actual learning gains?
      - Do students of different group have different HIPs experiences and perceived gains? (quantity & quality)
    - Fall 2015 Pilot Preliminary Findings: Tracking
      - HIPs Full Tracking – Data Collection, Learning Management System, PeopleSoft
      - Data Collection Technology Tools Reporting
      - Translating Tracking to HIPs Data: Titanium Reports – Student participating & HIP characteristics
      - Fidelity of Student Tracking
      - Tracking vs. Faculty Expectation – Time Investment

- Spring 2016 & Moving Forward
  - Spring 2016 Improvements – HIPs matrix with subcategories, more detailed reporting, mobile apps with consent form built-in
  - HIPs Pilot Spring 2016: Curricular – 58 courses in 8 colleges, 47 courses tracking in iFullerton
  - HIPs Pilot Spring 2016 – Co-Curricular – HIPs tracking implemented in 7 sites, Internship and Undergraduate research in all colleges
  - HIPs Simulation for Fall 2007-Fall 2008 and Fall 2009-2010 Cohorts - % of students

- Pilot Setting Activity – Bowers/Dabirian
  - Chair Bowers and VP Dabirian reviewed the priority list and offered instructions on casting votes using the clickers - two per category – high, medium, low
    - Deferred maintenance - $150 million needed
    - Staff-salary programs – Promotions, range elevations)
    - Research infrastructure/enterprise – Research grant spec, cost sharing from Univ grants, intramural grants
    - Instructional equipment
    - Library inflation
    - HIPS
  - Outcome of votes:
    - High – Deferred maintenance and Staff-salary programs
    - Medium – Instructional equipment and Research infrastructure/enterprise
    - Low – Library inflation and HIPS

- Chair Bowers informed members and guest the PRBC meeting scheduled for Friday, April 22nd is cancelled.  Follow-up and reminder email sent by Mary Cabrera on Monday, April 18th).  Next PRBC meeting is Friday, April 29th.

## V.   Adjournment
- M/S/P  Dabirian, De Land at 2:53 pm

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*Future items:*
- Review of Draft PRBC Recommendations Memo - April 29, 2016
- Finalize PRBC Recommendations Memo - May 6, 2016
- Updated Budget Projections/May Revise - VP Kim, May 6, 2016

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Respectfully submitted:  May Wong