Minutes
Meeting of Council on Sponsored Activities
April 5, 2011
Location: Parkhurst 204
2:00 – 3:30 pm

Call to Order: The meeting was called to order by Chair Martin Wybourne at 2:05 p.m. A quorum was present.

Members Present: Martin Wybourne, Jill Mortali, Elsa Garmire, Duane Compton, David Kotz, Todd Heatherton, Jon Kull, Bob Donin, Steve Kadish (2:22)

Members Absent: Bob Hansen, Leslie Henderson, Tillman Gerngross

Guest: Elizabeth Bankert

Approval of minutes from November 18, 2010 Minutes and December 9, 2010: Minutes approved.

Updates:

ERA Administration: Martin Wybourne provided an update on the electronic research administration project. The project has been approved. There was a presentation from vendor Click Commerce on April 4th. There is also approval to build a small IT support group for research. There was discussion of the policy implications of implementing the new system and what role the CSA will have in decision-making. It was suggested that the Council or working groups of Council members could help with policy questions as they arise.

Tech Transfer: Martin Wybourne provided an update on a proposal to reorganize technology transfer and entrepreneurial activity functions. The proposal is moving forward. Provost Carol Folt is actively communicating with a faculty member to serve as the Faculty Director, and a search has begun for an Executive Director. Announcements are pending. More details will be shared at the next meeting.

Postdoc Definition: Liz Bankert shared a draft definition. Currently, Dartmouth does not have a means of identifying or distinguishing postdocs. Defining and appropriately classifying postdocs has become a need for providing information to the federal government and for addressing salaries. A small group has worked on developing a definition of postdocs and has been coordinating with Human Resources to include a postdoc field in the HRMS.
Several revisions to the definition were suggested, including using the definition from NIH and NSF. It was mentioned that these were used as the starting point in drafting a definition. The CSA will review the NSF/NIH joint definition.

There was discussion about the distinction between postdocs and research associates, and whether one would be both a postdoc and a research associate, or a postdoc instead of a research associate. A small group will meet with HR to discuss the HRMS classification.

The issue of fellowships that do not cover the full cost of benefits was raised. This was recognized as a long standing issue. Martin Wybourne will meet with Jon Kull, Duane Compton, and Jill Mortali to discuss solutions.

**F&A Proposal:** Jill Mortali provided an update on the Facilities and Administration (F&A) proposal. The current rate of 58% will end at the close of this fiscal year. A new proposal is due at the end of the May, which will then be negotiated with HHS.

**UPenn researchers’ use of the DIST infrastructure:** David Kotz provided background information about the DIST network, 210 “sniffers” that capture wireless-network traffic. As Kiewit Computing Services is replacing the wireless network hardware, the DIST network will not be able to capture traffic on the new hardware.

A group of researchers at UPenn would like to use the infrastructure to test their mesh-network management algorithms. A mesh network is a wireless network in which the access points are not wired to the internet. Although the UPenn researchers do not propose to “sniff” traffic there is the potential for them to do so. The remote possibility of leveling an attack on Dartmouth was also discussed. OSP and UPenn have been drafting an agreement. A response from UPenn is pending. This issue will be tabled until a response from UPenn is received.

**Gap in COI Review:** Liz Bankert reviewed gaps in conflict of interest (COI) review. There is currently no COI oversight for the Hitchcock Foundation or any internally funded projects, including start-up funds. There was interest in how other institutions address this issue. Bob Donin noted that existing policy does require disclosure, even if there is not a specific question on a form. The Hitchcock Foundation may be a separate issue, to be addressed with Michael Shoob. Martin Wybourne will contact the Hitchcock Foundation to discuss the situation.

**Adjournment** – The meeting adjourned at 3:30 p.m.