Minutes
Meeting of Council on Sponsored Activities
November 20, 2009
Location: Parkhurst 303
Noon – 1:30 pm

Call to Order: The meeting was called to order by Chair Martin Wybourne at 12:05 p.m. A quorum was present.

Members Present: Martin Wybourne, Jill Mortali, Bob Donin, Bob Hansen, David Kotz, Jon Kull, Todd Heatherton, Leslie Henderson, Tillman Gerngross, Elsa Garmire (arrived at 12:30pm)

Members Absent: Adam Keller, Paul Guyre

Guests: Elizabeth Bankert, Ellen Arnold

Approval of the June 1, 2009 Meeting Minutes

Updates:

Wybourne informed the Council about a Department of Defense grant to faculty members in Thayer that has publication restrictions. The College tried to remove the restrictions, but was unsuccessful. As the restrictions are against faculty policy, the grant has been turned down.

Henderson and Wybourne discussed the internal review of technology transfer and entrepreneurial activities at Dartmouth. The review committee is meeting with many faculty and administrators and has had input from the Thayer Board of overseers. The report will be presented to the Provost’s Office before the end of Fall term.

Wybourne reported his meeting with the Deloitte consultants who are helping Dartmouth with the financial restructuring. Donin also attended the meeting which focused on research support, compliance issues, the relationship between Dartmouth and DHMC, and grant management systems.

Bankert provided a brief update related to the continued progress of the newly formed (October ’08) Dartmouth College Post Doc Association (DCPDA). The DCPDA held a successful poster session and awarded travel stipends to 4 Post Docs. Bankert showed the DCPDA web site listing the names of the awardees and mentors. Bankert asked the faculty to encourage their post docs to participate in the DCPDA. CSA members noted the Post Doc Association was formed by the Provost Office after a presentation to the CSA from Mary Childers.
Bankert and Mortali provided an update related to the switch to an electronic submission process in which disclosures are linked to proposals. Bankert presented a series of screen shots, however it was difficult for the CSA to determine exactly how the process will work. The CSA requested clear, simple questions rather than attempting to ask multiple questions in one item. Bankert and Mortali will address the concerns.

**Discretionary Funds** – Bob Donin, Ellen Arnold
Arnold and Donin discussed the need for discretionary funds policy and presented draft language. There was discussion about whether this was a research related policy or a more general financial policy. Wybourne agreed to follow up with the Controllers office and with academic Deans to resolve this question. A number of recommendations were made on the language – Arnold will review and incorporate the recommendations.

**Responsible Conduct in Research** – Liz Bankert
Bankert provided an update related to the National Science Foundation (NSF) requirement that all post docs, graduate students, and undergraduate students paid with NSF funds must receive training in the responsible conduct of research (RCR). Dartmouth has developed a plan to respond to the NSF RCR requirements. Bankert described the options within the plan including the Professional Ethics Program run by the Dartmouth Graduate Studies Office, the Collaborative Institutional Training Initiative (CITI) an on –line education program, and a presentation by OSP & the Provost Office. A draft memo from Wybourne to NSF funded PIs was distributed to CSA members for comments. Further details of the Dartmouth RCR Plan can be found on the second page of the draft memo (attached). The CSA made suggestions to simplify the memo. The suggestions will be included in the final draft.

**Other Business:** Wybourne mentioned that he might call on the Council to comment on potential budget savings in the research administration. In was agreed that the Council would be a good focus group to help in this regard.

**Adjournment** – The meeting adjourned at 1:25 p.m.