Minutes
Meeting of Council on Sponsored Activities
May 24, 2010
Location: 303 Parkhurst Conference Room
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, Todd Heatherton, Leslie Henderson, Paul Guyre, David Kotz, Robert Hansen, Robert Donin, Jill Mortali, Elsa Garmire arrived at 12:35pm

Members Absent: Tillman Gerngross, Jon Kull

Guests: Elizabeth Bankert, Jason Moore, Paul Thompson, Suzanne Thompson and Kristine Pattin

Approval of the March 9, 2010 Meeting Minutes, Minutes approved

Updates:
Research Administration
Wybourne reviewed the status of the research administration project. He mentioned new financial centers that will work with grant managers. Steve Kadish may be invited to a future CSA meeting to explain the financial centers and process.

Electronic COI Project and Conflict of Interest Committee
Bankert reported on the progress of the new on-line COI submission project. The project is on target with development of the program to be completed by the end of June. During July and August, the system will undergo extensive testing by a variety of individuals and end users, including faculty. In addition, Bankert and Mortali will conduct focus groups and demonstrations for grant managers, faculty, and OSP. The discussions will include the logistics of the process and roles and responsibilities. Bankert and Mortali will roll out to departments starting in September. Mandatory use of the on-line system is planned for January 2011.

Mortali noted the recently released Notice of Proposed Rule Making by NIH related to the NIH conflict of interest requirements for institutions and faculty. The proposed changes are a direct result of increased congressional and public scrutiny. If implemented, the new rules will require significant revisions to COI processes at research institutions who receive NIH funding. The proposed changes can be found on the NIH web site at http://grants.nih.gov/grants/policy/coi/. A summary of the changes can be found in 5/24/2010 commentary in JAMA http://jama.ama-assn.org/cgi/content/full/jama.2010.774v1.

The impact on the new on-line process has yet to be determined. In the interest of leveraging on-line technology to meet current and future requirements, the
recommendation is that we should move forward with the on-line submission project as currently planned.

**Responsible Conduct in Research**

Bankert reported the program to fulfill the NSF requirements for Responsible Conduct in Research has been implemented and over 100 individuals have completed either the on-line CITI or presentation option. Bankert and Mortali noted we need to continue to send out reminder notices. The CSA suggested we send notices to grant managers as they interact directly with undergraduates and post docs.

**Human Subjects Research; Revised Conflict of Interest Policy**

Revised wording to the Human Subjects Conflict of Interest Policy was presented to the CSA (attached). The suggested changes are to clarify the policy, however no significant changes were made. The COIC made recommendations for wording changes in two sections (affiliated sites and membership). The changes will be made and resubmitted for CSA review. The membership wording change must be consistent with the Dartmouth College Conflict of Interest Policy.

**NSF Data Management Plan**

A data management plan will be required as part of any NSF grant application beginning in October of 2010. The new requirements were announced in a press release from NSF which noted that more detailed guidance will be issued by August. We anticipate that the new requirement will be a two page supplementary document for every proposal which will state how the data will be managed and shared with other researchers to maximize the benefits from the public’s investment in research. OSP and other areas will communicate the new requirement as details become available and develop tools and templates to provide assistance to faculty.

**Presentation of eagle-i project;** Jason Moore, Paul Thompson, Suzanne Thompson and Kristine Pattin

Eagle-i is supported by an award from NIH that involves a consortium of nine other participating institutions. Over the next two years they will build a prototype of a national research resource discovery network that will help biomedical scientists locate resources more easily. Jason noted that this project was established as a means to reduce expensive duplication of resources. The project is voluntary, with faculty only asked to share what they are comfortable with. For example, Jason agreed that when it comes to animal research, Dartmouth would only include research involving mice. Some questions for Jason included if funding will be continued after the two year period - he felt confident that it would be. It was suggested Eagle-i use a signed agreement that would state what a facility would allow on the site and also how the sharing of expensive equipment might be handled.

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