

April 13, 2010

To: Faculty Senate

From: Jessica Winston, Associate Professor of English  
Chair, Research Council Ad Hoc Subcommittee on Internal Grants

Re: Research Council Recommendation to Restructure Internal Grants Committees

The Faculty Senate Research Council (RC) oversees five internal research grants subcommittees, which together distribute about \$189,000 in grants to faculty and students each year (plus about \$4,000 in student travel monies). The RC proposes to restructure these five committees and is asking the Faculty Senate to consider and (when ready) to endorse the proposed outline for the restructured committees. Approval from the Senate will allow RC to begin the process of writing new committee by-laws, which the Faculty Senate would then also need to review and approve.

On Monday, April 19<sup>th</sup>, I will present some background and a rationale for these proposals to the Faculty Senate, but some initial background may be helpful here.

As you probably already know, over the past year or so, Research Council members have developed a number of concerns about the structure of the committees. Some of these concerns include:

- Inefficient use of faculty, administrative, and student time to distribute a relatively small amount of money. Currently the five committees involve 49 people: 33 faculty members, two deans, one Vice President, and thirteen students;
- Inordinately high competitiveness for FRC monies (the smallest grants available) relative to the other faculty grant committee awards;
- Lack of funds above \$5,000 for individual researchers in the Sciences;
- Limitation of HSSRC funds to Humanities and Social Sciences researchers in the College of Arts and Sciences (to the exclusion of researchers in these disciplines from other parts of campus);
- Rigid funding categories that eliminate meritorious research proposals from consideration;
- Lack of written feedback on proposals;
- Lack of involvement of faculty in award process for graduate students; and
- FERPA issues surrounding student membership on the committees.

Some of these concerns appear in RC's Report #1: Internal Grant – Awards and Structure, which was reviewed and approved by the Faculty Senate, in the fall. Others came from feedback from faculty members and the observations of RC members themselves. In Report #1, RC members agreed that they should “consider the structure and function of each subcommittee and seek to improve efficiency, reduce redundancy, reduce faculty service loads and clarify roles. Recommendations will be made to the Faculty Senate.”

As a result of such concerns, in spring semester, the RC formed an Ad Hoc Subcommittee to review the internal grants committees and propose changes to their structure or function, if needed.

This ad hoc subcommittee was made up of four members (\*RC member):

- Jessica Winston, Associate Professor, English, Chair\*
- Leif Tapanila, Assistant Professor, Geosciences
- Philip Homan, Catalog Librarian, Library\*
- Pamela Crowell, Vice President for Research\*

I was appointed chair of the committee because I am a member of RC and chair of one of the current Internal Grants subcommittees (HSSRC), so I am very aware of the issues surrounding the structure and functioning of the current committees, as well as specific issues related to funding for fine arts and humanities.

As part of the review process, subcommittee members solicited feedback from faculty across campus regarding the current internal grants structure (we received fifty e-mail responses, as well as verbal feedback). The subcommittee members also reviewed the grant structures at ISU's peer institutions, and several other institutions that were familiar to the subcommittee members (University of Utah, UC Santa Barbara, and Indiana University Purdue University – Indianapolis).

At the Senate meeting, I will describe the results of this information gathering more specifically. Here I will jump ahead to the proposed committees themselves.

Based on this review process, the Subcommittee developed a proposal to reduce the five current committees to two and to combine the faculty and student committees. The Research Council approved this proposal on April 8, 2010.

Generally speaking, the proposal is to create two new committees: a new University Research Committee (URC) and a new Humanities/Social Sciences Research Committee (HSSRC).

- The new URC would provide grants up to \$20,000 to faculty members in any discipline whose research projects and activities are sustainable through external funding (this is sometimes referred to as “seed money” or “seed grants”). The committee would also provide grants up to \$2,000 for students in the sciences, mathematics, and social sciences.
- The new HSSRC would provide grants up to \$8,500 to faculty members conducting research in the area of the Fine Arts, Humanities, and Social Sciences in order to promote the creation and publication of new knowledge and creative works in the fine arts, humanities, and social sciences and to help faculty whose research/creative activity is in the area of the humanities, fine arts, and social sciences to become competitive in applications for external grants, awards, and philanthropic support. The committee would also provide grants up to \$2,000 for students in the fine arts, humanities, and social sciences.

Some advantages of these proposals are:

- Efficient use of faculty time (reducing involvement of up to 49 people to 16);
- Increased importance of faculty service on the individual committees;
- Recognition of funding needs in different disciplines (seed money in the sciences, research time and travel in humanities and fine arts, some of each in social sciences);
- Preservation of funding for Fine Arts and Humanities;
- Creation of funding criteria that matches research activities in Fine Arts and Humanities;
- Increased opportunities in the Sciences for grants to individual researchers above \$5,000;
- Increased grant opportunities for humanities and social sciences researchers outside of the College of Arts and Sciences;
- Less rigid funding categories to allow for more flexibility in research funding;
- More transparent and efficient review process;
- Involvement of faculty in the granting process for graduate students; and
- Elimination of FERPA issues surrounding student membership on the committees.

The RC now asks the Faculty Senate to consider these proposals. RC is hoping to receive the Senate's endorsement of the proposed changes, so that RC members can begin the process of developing by-laws and other documents related to the new grant committees, perhaps even over the summer.

Senators will need some background about the process the committee used to develop these proposals and will likely have many questions. For this reason I have talked to the Executive Committee about scheduling consideration of these proposals over the course of two meetings. The first meeting (April 19) will be informational and I will provide a ten-minute presentation on the process of revision, the feedback from faculty, and the rationale for these proposals. I can also answer initial questions. The meeting (May 3<sup>rd</sup>) will allow time for further discussion and, if the Senators are ready, a vote to endorse the proposals.

Below, you will find a copy of the proposed structure of the new internal grants committees. I look forward to discussing these proposals with you in the upcoming Senate meeting. If you have questions before or after the meeting, please feel free to contact me, the chair of the Research Council (Scot Kelchner), or any members of the RC. I can be reached at x2895 or winsjess@isu.edu. Thank you for considering these proposals.

ENC: Recommendation: Restructured University Research Committee  
Recommendation: Restructured Humanities/Social Sciences Research Committee  
Appendix 1: Summary of Current Internal Grants Committees

## **Recommendation: Restructured University Research Committee (URC)**

### Purpose

To enhance the research mission at ISU by:

- 1) providing seed funding for faculty in any discipline whose research projects and activities are sustainable through external funding and providing additional support to researchers to complete a project that is concurrently and majority supported by external funds
- 2) supporting the research of undergraduate and graduate students in the sciences, mathematics, and social sciences.

### Eligibility

Faculty Grants: All tenure-track, research, clinical, Professional Technical Educational (PTE), and other faculty who have research as part of their assigned workload and evaluation. Full- and part-time adjunct, affiliate, emeritus, and visiting faculty are not eligible to apply.

Student Grants: part- and full-time classified undergraduate and graduate students in the sciences, mathematics, and social sciences are eligible to apply.

### Funding and Project Duration

- Funding for faculty is available up to \$20,000; funding for students is available up to \$2,000.
- Projects are limited to one year in duration. Exceptions and extensions must be well-justified and requested in writing.
- Funds cannot be used for a project that is currently supported by another internal funding mechanism.
- Applicants cannot submit the same proposal to more than one Research Council Internal Grant committee in the same semester.
- Anyone denied funding can resubmit the proposal to the same or another internal grant committee at the next submission deadline. In either case, applicants should indicate that their proposal is a resubmission and address previous reviewers' comments.
- Previous internal grant award winners must submit a final report before applying for another internal grant.

### Eligible Costs

- Release time (up to 6cr. in one semester or over the course of one year)
- Travel that is integrally-related to the conduct of the project (for instance, to an archive, another university or research center to conduct work); travel to conferences is not included.
- Bridge Funding (for researchers between external funds, or who need internal funds to make up the difference between an external grant and the total cost of a project)
- Capital/major Equipment Purchases (over \$5,000)
- Equipment (under \$5,000), Materials, Supplies
- Salary and fringe for Research Assistants (UG or Grad)
- Matching funds
- Honoraria/Consultant Fees
- Other

### Committee Membership

The committee will consist of representatives who are actively engaged in research from each of the following areas. Representatives serve staggered three-year terms. The Faculty Senate appoints one representative in each of the following areas to the committee, according to the rules in the *Faculty/Staff Handbook*.

1. Business Departments (1)
2. College of Technology (1)
3. Education Departments (1)
4. Engineering Departments (1)
5. Health Professions Departments (1)
6. Fine Arts and Humanities Departments (1)
7. Library/Museum (1)
8. Life and Physical Sciences and Mathematics Departments (1)
9. Pharmacy Departments (1)
10. Social Science Departments (1)
11. Office of Research (1, non-voting)

A chair is elected by the members on a yearly basis. The Chair should preferably have already served for one year as a member of the committee.

### Funding Competitions

- Grant competitions for faculty and students will occur 2x each year, once in fall and once in spring
- Available funding will be announced each fall in the “Calls for Proposals”
- About half of the funding will be available in fall and half in spring.

- Faculty grants should be about 75% of the pool; student grants should be about 25% of the pool.

#### Review Process

- Members meet once to discuss faculty proposals and once to discuss student proposals (these may or may not be the same meeting)
- Especially in cases where a proposal may address an area of research that is unfamiliar to committee members, the chair of the committee may ask other members of the ISU faculty to serve as outside reviewers of proposals on an ad hoc basis
- All applicants will receive written feedback

Approved by Research Council: April 8, 2010

Approved by Faculty Senate: April 26, 2010

## **Recommendation: Restructured Humanities and Social Science Research Committee (HSSRC)**

### Purpose

To enhance the research mission at ISU by:

- 1) supporting the creation and publication of new knowledge and creative works in the fine arts, humanities, and social sciences;
- 2) helping faculty whose research/creative activity is in the area of the humanities, fine arts, and social sciences to become competitive in applications for external grants, awards, and philanthropic support; and
- 3) supporting the research of undergraduate and graduate students whose research/creative activity is in the area of the fine arts, humanities, and social sciences.

### Eligibility

Faculty Grants: All tenure-track, research, clinical, Professional Technical Educational (PTE), and other faculty who have research as part of their assigned workload and evaluation and who are conducting research/creative activities in the area of the fine arts, humanities, and social sciences. Full- and part-time adjunct, affiliate, emeritus, and visiting faculty are not eligible to apply.

Student Grants: part- or full-time classified undergraduate and graduate students who are conducting research/creative activities in the area of the humanities, fine arts, and social sciences.

### Funding and Project Duration

- Funding for faculty is available up to \$8,500; funding for students is available up to \$2,000.
- Projects are limited to one year in duration. Exceptions and extensions must be well-justified and requested in writing.
- Funds cannot be used for a project that is currently supported by another internal funding mechanism.
- Applicants cannot submit the same proposal to more than one Research Council internal grant committee in the same semester.
- Anyone denied funding can resubmit the proposal to the same or another internal grant committee at the next submission deadline. In either case, applicants should indicate that their proposal is a resubmission and address previous reviewers' comments.
- Previous internal grant award winners must submit a final report before applying for another internal grant.

### Categories

- Release time (up to 6cr. in one semester or over the course of one year)
- Travel related specifically to conduct of research that is integrally-related to the project (travel to another university, library, research center to conduct work); travel to conferences is not included.
- Bridge Funding
- Equipment (under \$5,000), Materials, Supplies
- Salary and Fringe or Research Assistants (UG or Grad)
- Matching funds
- Honoraria/Consultant Fees
- Other

### Committee Membership

The committee will consist of representatives, who are actively engaged in research/creative activities in the area of the humanities, fine arts, or social sciences. Representatives serve staggered three-year terms. The Faculty Senate appoints one representative in each of the following areas to the committee, according to the rules in the *Faculty/Staff Handbook*. No two members will be from the same department/unit.

1. Fine arts Departments  
One member chosen from Art & Pre-Architecture, Music, Theatre and Dance
2. Humanities Departments  
One member chosen from English and Philosophy, Languages and Literatures, Communication and Rhetorical Studies
3. Humanities and Fine Arts Researchers At Large  
One member chosen from Fine Arts and Humanities Departments, the Library/Museum, or PTE faculty.
4. Social Science Departments  
One member chosen from Anthropology, Economics, History, Mass Communication, Psychology, Sociology
5. Social Science Researchers At Large  
One member chosen from Business, Education, Kasiska, Library/Museum, Pharmacy, or PTE faculty
6. Office of Research (non-voting)

A chair is elected by the members on a yearly basis. The Chair should preferably have served already for one year as a member of the committee.

### Funding Competitions

- Grant competitions for faculty and students will occur 2x each year, once in fall and once in spring
- Available funding will be announced each fall in the “Calls for Proposals”
- About half of the funding will be available in fall and half in spring.
- Faculty grants should be about 80% of the pool; student grants should be about 20% of the pool.

### Review Process

- Members meet once to discuss faculty proposals and once to discuss student proposals (these may or may not be the same meeting)
- Especially in cases where a proposal may address an area of research that is unfamiliar to committee members, the chair of the committee may ask other members of the ISU faculty to serve as outside reviewers of proposals on an ad hoc basis
- All applicants will receive written feedback

Approved by Research Council: April 8, 2010

Approved by Faculty Senate: April 26, 2010

## **Appendix 1: Summary of Current ISU Internal Research Grants Committees**

The Research Council oversees five internal research grant subcommittees. These are the Faculty Research Committee (FRC), the University Research Committee (URC), the Humanities and Social Sciences Research Committee (HSSRC), the Graduate Student Research and Scholarship Committee (GSRSC), and the Undergraduate Research Committee (UgRC). Below, you will find information about each of these current committees.

### **Current Faculty Research Committee (FRC)**

- Grant Amounts: Up to \$5,000
- Amount available : About \$50,000 per year (\$25,000 each semester)
- Proposal review: 2x per year over two meetings each semester
- Categories: Release time, research, dissemination
- Eligibility: Any emeritus faculty member, tenure-track faculty member, or full-time person holding faculty rank or faculty equivalency
- Membership: 10 voting faculty members, representing each college, plus the disciplines in A&S College (Fine Arts/Humanities, Social Sciences, Sciences/Mathematics)
- Chair: elected from voting members
- Office of Research: ex-officio
- Other duties: Distinguished Researcher Award

### **Current University Research Committee (URC)**

- Grants: \$5,000 to any amount (usually not over \$20,000)
- Amount available: \$50,000
- Proposal review: 1x over one meeting
- Categories: Matching monies, major equipment, release time (to write grant proposals), honoraria, research projects that “contribute[] to a larger, University-based research agenda.” Not intended to support an individual researcher’s project.
- Eligibility: Any full-time or emeritus faculty member, research associate, or person holding faculty rank or faculty equivalency
- Membership: VP for Research (ex-officio), Dean’s Council (two representatives), Faculty Senate Representative, FRC Representative
- Chair: VP for Research

### **Current Humanities/Social Sciences Research Committee (HSSRC)**

- Grants: up to \$25,000 (average grant about \$13,000)
- Amount available: \$50,000

- Proposal review: 1x per year over two meetings
- Categories: Research and Release Time
- Eligibility: Any tenured or tenure-track faculty member or person holding full-time faculty status in the Fine Arts, Humanities, or Social Sciences (the departments with HSSRC representation)
- Membership: 13 faculty members, representing departments of Fine Arts, Humanities, and Social Sciences in A&S
- Chair: Elected from Membership
- Office of Research: Ex-Officio, non-voting

#### **Current Graduate Student Research and Scholarship Committee (GSRSC)**

- Grants: Up to \$1,500
- Amount available: \$20,000 (plus \$2,000 to Office of Research for grad student travel grants)
- Proposal review: 2x per year over two meetings
- Categories: Research grants – expenses incurred for research (not compensation for research)
- Eligibility: Any part-time or full-time classified graduate student
- Membership: Ten voting members, appointed by deans or dept. chairs; historically, membership has been entirely graduate-students (no faculty members)
- Chair: Elected from committee membership
- Office of Research: Ex-officio

#### **Current Undergraduate Research Committee (UgRC)**

- Grants up to: \$2,000
- Amount available: \$19,000 (plus \$2,000 for student travel grants)
- Proposal review: 2x per year over two meetings per semester
- Categories: Compensation for research outside of coursework and independent studies and associated expenditures
- Eligibility: Any half-time or full-time UG classified student who is currently enrolled and sponsored by a faculty member
- Membership: 10 faculty members, 3 UG students
- Chair: elected from faculty membership
- Office of Research: ex-officio