

**Senate Council on Research and Scholarship**  
**Agenda**  
**March 25, 2010**  
**9-11 A.M.**  
**265 Williamson**

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**Attendees:**

Jim Ferrer  
Henrietta Logan  
Paul Mueller  
Deb Murie  
Bob Cook  
Jacob Chung  
Henry Frierson  
Scott Nygren  
Marie Zeglen  
Tom Walsh

The meeting was called to order at 9:00 AM

The minutes of the March 2 meeting are provisionally approved and will be incorporated into a collective set of minutes comprised of the discussions of effort reporting.

The council continued discussions of effort reporting.

The council has addressed two key issues including:

- Training
- How to reconcile federal and state recording requirements.

The council also discussed complications with the process including:

- Faculty are asked to report effort three times a year but grants only end once per year.
- The system needs to reconcile how people are actually paid on grants vs. how it's reported.
- A hurdle is that people tend to think in hours per week which does not translate exactly to effort and is confusing.
- Faculty would like the system to make it easier to cost share.
- Faculty don't certify instructor work load. The council would like to see that instructor work load is certifiable and can be changed if it is incorrect.
- Include payroll in the system to match effort paid and the account(s) it was paid from.
- Training people who fill out the forms don't understand why they're doing what they're doing and need more training.
- Instructor work load, assignment reports and effort reports need to be better integrated and reported.
- Faculty have a vested interest in ensuring instructor work load is correct. Faculty should understand effort and billable hours.
  
- Other issue scheduling grants with reporting and cost sharing, DSR issue.

Maire Zeglen noted that formulas for determining contact hours are in regulations.

Jim Ferrer discussed the process to make changes to the system. A steering committee is meeting to discuss the project and then a work group will be established to research the issues and make site visits to peer institutions including FSU, UNC Chapel Hill and Ohio State. He would like a member of SCORS to participate in this project.

Scott Nygren will request to give report to the Senate at the April meeting. The council requested that a DDD be sent to administrators to encourage them to consider continuing education for effort reporting for faculty and staff. The council also requested that instructional workload and assignment reports be online.

Deb Murie will work with the effort reporting steering committee on behalf of SCORS.

Henri Logan will serve as the 2010-2011 chair for SCORS.

Bob Cook will serve as the assistant chair for SCORS.

The next meeting will be held on April 22<sup>nd</sup> to discuss centers and institutes.

The meeting adjourned at 10:23 AM.