The University of Tennessee

Faculty Senate Research Council

Minutes of the Meeting

September 26, 2022

**Elected Members present:**

Dania Bilal, Megan Bryson, Yuri Efremenko, Gregor Kalas, Jacob Latham, Brian Long, Angel Palomino, Sean Schaeffer, Andrew Steiner (Chair), Mariya Zhuravleva

**Ex-Officio Members present:**

Suzie Allard, Katherine Ambroziak, Chad Autry, Bill Dunne, Larry McKay, Holly Mercer, Tim Rials, and Tami Wyatt

**Other Members present:**

Jamie McGowan, Jean Mercer, Josh Price, Sarah Pruett, and Renee Thomas

**Call to order:**

A regular meeting of the Research Council was held via Zoom and Andrew Steiner called the meeting to order at 3:31 pm.

**Report from the Chair**

**Division of Research Administration (DRA) Deadlines**

These deadlines are important to ensure DRA has a reasonable schedule from which to work.

* It is important to inform faculty how and when to request exceptions to the deadline policy
* Do faculty know what to do when these exceptions are rejected?
* Please notify faculty that the Research Council is interested in helping work out the kinks.

**Meeting with Communications**

The Chair is working to setup the meeting that accommodates their schedule.

**Subcommittees Memberships** *(See page 2 for Senator’s Responsibility)*

* SARIF Summer GRA: Efremenko, Latham, and Morgan
* Compliance: Kalas and Zhuravleva
* SARIF Equipment and Infrastructure: Nowicki and Schaeffer
* Core Facilities: Bilal and Steiner
* Chancellor’s Awards: Bryson, Long, and Palomino
* ACTION: The Chancellor’s Awards Research Council members will review each of the award documents and provide additional instructions to the department to explain why the work was meritorious. Current proposed changes are:

1. More explanation on why their achievement is unique, e.g., a description, readable for people outside of their field, of why their work far exceeds norms from faculty members in their field.
2. Provide external letters
3. Ad hoc reviews, warn in the application that they may be requested and departments provide names
4. Suggest process changes to the evaluation committee, e.g. a rubric and a more formal process which ensures that everyone has a voice.
5. The department head letter has been a differentiator in the past. Some do a good job articulating the achievements and other department heads quote the CV. It is recommended to provide additional instructions to the department heads on what needs to be included in the recommendation letter.

**Budget and Planning**

* Deb Crawford will be discussing budget with B&P on 10/24/2022 and the Research Council is welcome to attend.

Adjournment: The Chair adjourned the meeting at 4:00 pm.

Minutes submitted by: Paula Brown

Next Meeting: October 31, 2022

**Faculty Senate Research Council members’ role on Subcommittees:**

Faculty Senators’ role on the award subcommittees is to review applications, rank/score each application, participate in a sub committee meeting to finalize recommendations to ORIED’s Associate Vice Chancellor Brad Day. One senator will serve as the committee chair. Each committee will have three to five ex-officios, ADRs/ORIED representatives. Previous experience on a subcommittee is desired.

* SARIF Summer GRA: Efremenko, Latham, and Morgan
* SARIF Equipment and Infrastructure: Nowicki and Schaeffer
* Chancellor’s Awards: Bryson, Long, and Palomino

Faculty Senators’ role on these subcommittees is to work with ORIED’s established committees. Senators report back to the Research Council any updates, changes, or activities.

* Compliance: Kalas and Zhuravleva
* Core Facilities: Bilal and Steiner