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**RECORDED MINUTES**  
**Research Policy Committee**

**March 5, 2007 Meeting**  
**3:30 PM**

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**PRESENT:**

Amy Arai, Ph.D.  
Carol Bauer, M.D.  
Sukesh Bhaumik, Ph.D.  
Kathy Campbell, Ph.D.  
Don Caspary, Ph.D., Ex-Officio  
Mark Francis, M.D., Chair  
Tim Koschmann, Ph.D.

Mary McAsey, Ph.D.  
Joseph Milbrandt, Ph.D.  
Prema Narayan, Ph.D.  
Peter Patrylo, Ph.D.  
Sophia Ran, Ph.D.  
Ko Watabe, Ph.D., Ex Officio

**ABSENT:**

M. Steven Evans, M.D.  
Robert Helfert, Ph.D.  
Laura Rogers, M.D.

Bradley Schwartz, D.O.  
Linda Toth, Ph.D., Ex Officio

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The meeting was called to order at 3:30 pm.

**Approval of Minutes**

The February 12, 2007 minutes were approved.

**Announcements**

Dr. Francis presented his Bi-Annual report at the Executive Committee meeting. Members of Executive Committee commended the RPC's recommendations for SCRIHS, particularly the recommendation to create an Office for Clinical Research that is distinct from strictly IRB-related functions.

A number of Executive Committee members voiced their dissatisfaction with the recent SCRIHS recertification process. Problems that were raised at this meeting included cumbersome logistics to sign on and use the system, excessive time commitment to complete the program, inability to print material, and poor quality questions. This was discussed at the RPC as well, and members voiced similar concerns. Committee members asked Dr. Francis to raise these concerns with Dr. Toth and also wanted to get her update about the RPC recommendations for SCRIHS.

The committee discussed the increase in the number of active protocols for both SCRIHS and LACUC over the last ten years.

Dr. Koschmann reported that the FDA audit of SCRIHS raised concerns about the adequacy of SCRIHS review of locally initiated clinical research studies. This has apparently led to the addition of a statistician to SCRIHS and the re-review of a number of locally initiated SCRIHS-approved clinical research projects.

Dr. Helfert and the animal care and use subcommittee will present its report at the April RPC meeting. Dr. Mary Pauza, Chair, LACUC, has been invited to attend. While there was some discussion on this topic, the primary discussion was deferred until the next meeting.

Dr. Francis reported that Dr. Dorsey is creating task forces as the next step in the Strategic Plan. In the Executive Committee meeting, Dr. Dorsey further stated that the priority numbers are not a rank order of priority and that measurable goals will be assigned to each priority along with clear accountability.

#### I. Central Research Committee and EAM Grants: Refusal to Review

On behalf of the CRC, Dr. Watabe raised the problem of faculty members refusing to provide scientific reviews on internal grants (CRC and EAM). He ask for RPC input on a plan to bar eligibility for future internal grants for faculty members who refuse to review internal grant proposals.

Dr. Francis reported that he raised this issue at the Executive Committee meeting and asked the Department Chairs to make sure that their members will indeed review grants for internal funding. The Chairs were not agreeable to this and stated that they have personally declined to review grants because of their lack of expertise and suggested that we use external reviewers who will be more knowledgeable and have less bias.

Ms. Austin reported that by far the primary reason for refusal to review is lack of time and that many reviewers decline to review within a minute of receiving the e-mail request. The other primary time that reviewers back out is just before the deadline of their review.

Dr. Francis reported that a back-of-the-envelope estimated cost to use external reviewers would be approximately \$7,500 to \$11,250 for 10 to 15 grant proposals. Additional costs to consider are the staff time to coordinate this effort and the probable increased lead time necessary for such reviews. One suggestion was to pass along this cost to departments who do not provide internal reviewers.

After a discussion, the RPC unanimously approved a motion from Dr. Watabe that faculty members who refuse to review an internal grant without significant justification will be ineligible for internal funding for the next three years and that the faculty member's Chair will be notified. The matter is now referred back to the CRC.

#### II. Policy for Allocation of Laboratory Space

Dr. Francis modified the Policy for Allocation of Laboratory Space based on the discussion at the last RPC meeting and sent this version to the RPC members to review. The policy was discussed, and the consensus of the committee was as follows: The committee wanted to state more explicitly that the recommendations of the subcommittee go to the Dean and not the ADRFA. They wanted to exclude faculty members with external funding from the need to send a copy of their bibliography to the ADRFA. They wanted to specify that only faculty with less than \$20,000 in indirect costs and patent income for the school will be required to complete the survey. They also wanted to add patents to the list of research productivity. The committee discussed whether or not new faculty members should undergo a review after three years and agreed that this should be done. Dr. Francis asked if the committee was prepared to vote on the Policy with the above changes.

The committee wanted to see the written version before voting. Dr. Francis will make those changes and forward them to committee members for a vote.

### III. Small Items and Agenda Topics

Dr. Francis was asked whether residents can be Principal Investigators on research projects. This was discussed, and the committee voted that residents cannot be Principal Investigators on research projects.

In the request for agenda items, the question was raised as to whether there is a conflict of interest for a faculty member to be assigned to both the RPC and SCRIHS. This was discussed, and the committee voted that there is no conflict of interest.

Dr. Francis asked for committee input on the priority for the following potential agenda items:

- Review of centers and institutes.
- Hiring processes, including visas. For this, the RPC would invite Kay Titchenal to the RPC.
- Research infrastructures, especially core facilities. Dr. Francis will discuss this topic with Dean Dorsey at their quarterly meeting to get a sense of how this would fit into the Strategic Plan before pursuing.
- Inviting the Director of Technology Transfer to the RPC.

RPC members from Carbondale were encouraged to email Dr. Francis with any concerns they would like to see addressed at an upcoming RPC meeting.

The meeting adjourned at 5:00 pm