

University Research Council
Approved Minutes
December 4, 2009

Present: Jeffrey Arterburn, David Barney, Vimal Chaitanya, Jim Kroger, Kevin Melendrez, Meghan Starbuck, Enedina Vazquez, Karl Wood, Michael Young

Absent: Joseph Berning, Phillip DeLeon, Sam Fernald, Shanna Ivey, John Mexal, Rachel Navarro, Michele Nishiguchi, Collin Payne, Igor Sevostianov, Steven Stochaj, Patricia Wojahn,

Guests: Ahmed Abdellali, Steve Barkes, Mike Ferguson, Neta Fernandez, Bill Harty

1. Minutes from November 20, 2009 were approved as presented
2. Responsible Research Conduct – Bill Harty

Executive Director for Research Administration Bill Harty provided URC with information on the “Institutional Responsible Conduct in Research Student Training Plan” which is a new requirement from NSF and NIH. A committee has been formed to look into the requirements and make suggestions. An on-line training course with additional modules has been purchased from the University of Miami to assist with this effort. The website will contain every ethics course offered on campus. URC was asked to review the information at the following site: <http://research.nmsu.edu/rcr/> and submit questions and/or suggestions to Mr. Harty at bharty@research.nmsu.edu or call 575-646-3592.

3. ARGIS Demonstration – Bill Harty, Ahmed Abdelali, and Steve Barkes

The ARGIS software being used by the Office of Grants and Contracts offers tools to funded researchers that include the following:

- Reminders for deliverable dates
- Tracking expenditures and budget
- Electronic documents

The expenditure and budget information is 24 hours old; however it provides a good idea of where the budget is. Encumbrances are not included at this time so an exact budget is not available. It is hoped that the encumbrances will also be included by the end of January 2010. If anyone has technical questions, they should contact Ahmed Abdelali at 575-646-7121. Training on ARGIS is also available by Steve Barkes 575-646-2495 who can come to individual departments and/or colleges. Chair Meghan Starbuck asked URC to provide this information to their colleagues at their colleges.

4. Export Control Assurance – Michael Ferguson

Michael Ferguson with the Office of Grants and Contracts provided handouts on export control assurance. He explained the applicability of export control requirements to university research and teaching, and the export control procedures at NMSU. Mr. Ferguson is available to provide information and/or training. He may be reached at 575-646-2142 or at mferguso@nmsu.edu.

5. Rights/Responsibilities of P.I.'s when Hiring Post Docs/Staff

Vimal Chaitanya told URC he has been working with Human Resources Director D'Anne Stewart to ease the hiring process by changing policy for hiring post docs when faculty members need support. The requirement for advertising the position has now been removed as most faculty members could already be working with the people they want to hire and should not be forced to advertise the position. Unfortunately the termination (firing) process for temporary hires is still the same as with a permanent position which requires reprimanding and using the Employment and Management Services office. The other component needing change is the pay. Human Resources can say what the maximum pay is and in some cases, a different range might be needed to bring in certain qualified staff.

6. Report on Whitepaper Tasks

Chair Starbuck asked URC to provide one or two paragraphs with a conclusion and key recommendation to improve research on campus to her before the next meeting.

Minutes by Frances Schumacher