

**RESEARCH COUNCIL  
REPORT TO FACULTY SENATE  
SUMMER SEMESTER 2016**

The membership of the Council consists of the Dean or dean’s designee and one (1) faculty member from each college or school. The Vice President for Research and Dean of the Graduate School serves as the chair of the Research Council. Faculty serving on the Research Council are selected by the Faculty Senate Executive Committee for two-year staggered terms.

Current 2015-2016 Research Council members are:

<b>College</b>	<b>Dean/Interim</b>	<b>Designee</b>	<b>Faculty Representative</b>
BSOM	Dr. Margaret Dunn	Dr. Timothy Broderick	Dr. Nicholas V. Reo (14-16)
CECS	Dr. Nathan Klingbeil	Dr. Jennie J. Gallimore	Dr. Michael L. Raymer (15-17)
CEHS	Dr. Joseph Keferl	Dr. James Tomlin	Dr. Sharon Heilmann (14-16)
COLA	Dr. Kristin D. Sobolik	Dr. Linda Caron	Dr. Lafleur Small (14-16)
CONH	Dr. Rosalie Mainous		Dr. Rosemary William Eustace (15-17)
COSM	Dr. Kathy Engisch	Dr. Mark Mamrack	Dr. Abinash Agrawal (15-17)
LAKE	Dr. Jay Albayyari	Dr. Mark Cubberley	Dr. Stephen Jacquemin (14-16)
RSCB	Dr. Joanne Li	Dr. Arijit Sengupta	Dr. Carol Wang (14-16)
SOPP	Dr. LePearl Logan Winfrey	Dr. Jeffery Allen	Dr. Jeffrey Cigrang (15-17)
GS	Dr. Robert Fyffe	Dr. William Ayres	
VPRG	Dr. Robert Fyffe, Research Council Chair		

Research Council met on May 5, 2016 (council does not meet during the summer months). The following members attended the meeting:

<b>May 5, 2016</b>	
BSOM:	Dr. Timothy Broderick Dr. Nicholas V. Reo
CECS:	Dr. Jennie Gallimore Dr. Michael Raymer
CEHS:	Dr. James Tomlin
COLA:	Dr. Kristin D. Sobolik
CONH:	Dr. Rosalie Mainous Dr. Rosemary William Eustace
COSM:	Dr. Mark Mamrack
LAKE:	Dr. Jay Albayyari Dr. Stephen Jacquemin
RSCB:	Dr. Arijit Sengupta
SOPP:	Dr. Jeffery Allen Dr. Jeffrey Cigrang
VPRG:	Dr. Robert Fyffe

The following information is provided from the meeting:

Dr. Fyffe called the meeting to order at 8:36 a.m. The minutes of the February 4, 2016 and April 7, 2016 meeting were reviewed and unanimously approved.

### **Results of the 2016 Research Initiation and Professional Development Grant Applications**

Dr. Fyffe thanked everyone for their efforts in reviewing the applications and announced the 2016 official award recipients as follows:

#### **Professional Development Grants:**

<b>PI Last Name</b>	<b>PI First Name</b>	<b>College</b>	<b>Title</b>	<b>Award</b>
Battles	Kelly	LAKE	<i>Mary Shelley's Novel: The Fortunes of Perkin Warbeck (1830): A Critical Inquiry</i> <b>Note: Dr. Battles unable to accept award due to scheduling conflict.</b>	<b>\$1,365</b>
Bhanderi	Shreya	COLA	<i>Coping Strategies of Indian Women Facing Domestic Violence</i>	<b>\$900</b>
Burns	Gary	COSM	<i>International Collaboration to Develop A Non-Evaluative, Public Access Version of the AB5C Personality Inventory</i>	<b>\$3,000</b>
Oswald	Gina	CEHS	<i>Development of International Research and Educational Opportunities for Students with Disabilities with the United Kingdom</i>	<b>\$3,000</b>
Wendt	Heidi	COLA	<i>Braiding Ropes of Sand: Gospel Literature and the Making of Early Christian Diversity</i>	<b>\$1,925</b>
<b>Total:</b>				<b>\$8,825</b>

#### **Research Initiation Grants:**

<b>PI Last Name</b>	<b>PI First Name</b>	<b>College</b>	<b>Title</b>	<b>Award</b>
Amer	Maher	CECS	<i>Enabling Near Infrared Raman Spectroscopy Facility for Biological Samples Investigation</i>	<b>\$16,000</b>
Hassan Zadeh	Amir	RSCOB	<i>Wearable Technology and Data Science for Injury Prevention in Sports</i> <b>Note: Award pending human subjects approval.</b>	<b>\$14,000</b>
Ladle	David	BSOM	<i>Characterization of Gene Expression in Muscle Proprioceptive Afferent</i>	<b>\$15,400</b>
Mayes	Debra	BSOM	<i>The Role of N-Acetyl Cysteine in Blood Brain Barrier Modulation</i>	<b>\$15,500</b>
Medvedev	Ivan	COSM	<i>Detection of Respiratory Pathogens Based on THz Chemical Sensing</i>	<b>\$14,000</b>
Newell	Silvia	COSM	<i>Nutrient Removal and Greenhouse Gas Production Trade-Offs in Constructed and Natural Wetlands</i>	<b>\$15,000</b>
<b>Total:</b>				<b>\$89,900</b>

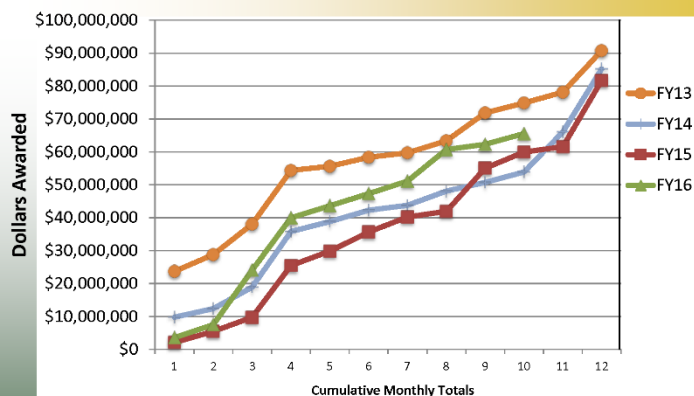
### **Updates**

#### **RSP Report**

Dr. Fyffe presented the following reports, noting that the April numbers are preliminary as the month has not officially closed and the numbers do not include WSARC figures:



### WRIGHT STATE UNIVERSITY Cumulative Grant and Contract Awards Comparison with Previous Three Fiscal Years through April\*



\*FY16 through 4/30/16: \$65,556,184 (preliminary nos.)  
 FY15 through 4/30/15: \$59,964,163  
 FY14 through 4/30/14: \$53,895,152  
 FY13 through 4/30/13: \$74,866,066



### Awards by Type of Activity 4/30/16\* vs. 4/30/15

Awards by Type of Activity 4/30/16\* vs. 4/30/15  
(Includes Financial Aid)

Type of Activity	4/30/16* # of Awards	4/30/16* Award \$	4/30/15 # of Awards	4/30/15 Award \$
Research	226	\$22,125,317	228	\$24,038,086
Student Aid/Services	39	\$21,384,207	24	\$21,057,578
Public Service	47	\$18,247,123	84	\$12,034,364
Instruction	25	\$3,460,305	25	\$2,739,070
Academic/Institutional Support	2	\$339,233	3	\$95,065
<b>Cumulative Total</b>	<b>339</b>	<b>\$65,556,184</b>	<b>364</b>	<b>\$59,964,163</b>
Cumulative Proposal nos.	605		573	

\*Preliminary nos.

Research award dollars are slightly lower than this time last year.  
 Proposal submission is slightly higher than last year.



## Awards by Type of Activity Four Year Comparison through April\*

Type of Activity	FY16	FY15	FY14	FY13
	4/30/16*	4/30/15	4/30/14	4/30/13
	Award \$	Award \$	Award \$	Award \$
Research	\$22,125,317	\$24,038,086	\$21,820,163	\$21,874,385
Student Aid/Services	\$21,384,207	\$21,057,578	\$17,274,010	\$29,718,458
Public Service	\$18,247,123	\$12,034,364	\$11,778,112	\$11,880,928
Instruction	\$3,460,305	\$2,739,070	\$2,572,479	\$3,711,937
Academic/Institutional Support	\$339,233	\$95,065	\$442,985	\$7,450,771
Employer Assistance/Development	\$0	\$0	\$7,403	\$229,587
<b>Cumulative Totals</b>	<b>\$65,556,184</b>	<b>\$59,964,163</b>	<b>\$53,895,152</b>	<b>\$74,866,066</b>
Cumulative Proposal nos.	605	573	619	644
Cumulative Award nos.	339	364	392	449

\*Preliminary nos.

### Research Compliance Update

Mr. Grushon presented the following to Research Council:

### Research Compliance - Points of Progress

- Export Compliance Search – 11 applicants; 5 qualified; 2 candidates interviewed last week
- iThenticate Launched


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Telephone interviews were conducted with the top two candidates last week. Campus interviews will be scheduled in the near future. Anyone wishing to meet with the candidate(s) should contact Mr. Grushon.

iThenticate is formally launched. iThenticate is an available tool to assist faculty writing grant proposals and/or manuscripts. Federal agency sponsors use iThenticate to check for instances of potential plagiarism in proposals. Visit the Vice President for Research webpage and click on the iThenticate link for additional details and access information.

**iThenticate**

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**RESEARCH & SPONSORED PROGRAMS**

The Office of Research and Sponsored Programs (RSP) is a comprehensive network of supportive services dedicated to working with faculty and staff to increase externally funded research, scholarly activities, and other sponsored programs.

**COMPLIANCE**

The Office of Research Compliance is a partner in your research endeavors. We will work with you to ensure compliance with regulations and policies that pertain to research, while facilitating your research goals.

**TECHNOLOGY TRANSFER**

The mission of the Office of Technology Transfer is to assist and guide students, faculty, and staff to commercialize the university's intellectual property to benefit society and the communities we serve.

**RESOURCES**

**RSP Gateway**  
Assists with the administration of proposal development and tracking; conflict of interest, human subjects, animal subjects and clinical trials.

**Qualtrics**  
Enables online data collection and analysis of market research, customer satisfaction, product testing, employee evaluations, and website feedback.

**iThenticate**  
iThenticate is a plagiarism detection software that is designed to be used by researchers, instructors, graduate students and undergraduates engaged in high-level research to screen written work for originality and copyright infringement.

Robert E. W. Fyffe, Ph.D.  
Vice President for Research

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**iThenticate**

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**iThenticate**

iThenticate is a plagiarism detection software that is designed to be used by researchers, instructors, graduate students and undergraduates engaged in high-level research to screen written work for originality and copyright infringement. The service allows account users to easily upload and scan documents, theses, dissertations, manuscripts, research proposals and other professional works into iThenticate which compares the work against 14 billion web pages and 110 million content items from leading academic publications. In addition to comparing the text of an uploaded document to digital text on the open internet, iThenticate also compares uploaded text against text in the published scholarly literature that is otherwise behind publisher firewalls on the internet. iThenticate is used by Federal government agencies such as the National Science Foundation (NSF) to check for instances of potential plagiarism in submitted proposals. Utilization of iThenticate prior to proposal submission and thesis uploading is optional, but is highly encouraged.

Documents uploaded to iThenticate remain the proprietary property of the individual who submitted them for analysis and are only available to individuals who have access to the submitter's personal iThenticate user account. iThenticate is a tool for faculty, staff, and students of Wright State to use in the process of academic research and publishing. The Office of Research Compliance will not review any documents submitted by users of iThenticate unless requested to do so by the user or the University's Office of General Counsel. Once uploaded, the document and the resulting Similarity Report remain in the user's personal account filing system until the user deletes them.

**Why use iThenticate?**

- To ensure compliance with federal, state and institutional requirements relating to the responsible and ethical conduct of research.
- To maintain trust in sponsored program activities that support any research discipline.
- To prevent allegations of research misconduct.

**Request an iThenticate User Account**

For individuals wishing to use iThenticate through Wright State University's site license, the first step is to obtain a user account. You must have a Campus User Name (CUN) and password. When your user account has been requested, you will receive an email notification of activation of your iThenticate account. Your Wright State University email address will serve as your login ID and your email notification of activation will include an assigned initial, temporary password by iThenticate. The first time you login to iThenticate using your temporary password, you will be prompted to establish a permanent password.

**Request Account**

**Accessing iThenticate**

To access your user account under Wright State University's site license, go to <http://www.ithenticate.com/> and click on the login link in the upper right hand corner of the screen. Please remember to change your password after logging in for the first time. NOTE: If you click on any of the other access links on the iThenticate homepage you will be asked to enter a credit card number to access the software and will NOT be able to access your Wright State University account. The next screen to open will be the login screen. Enter your user ID and password in the box in the center of this screen and click the green Login link in the center of the screen.

**iThenticate Training Resources**

Documentation and training materials are available on the [iThenticate website](#).

**NEED QUALTRICS HELP?**

Most questions can be answered from the information on the Qualtrics Survey University page or the Qualtrics Help. Alternately you may wish to contact Qualtrics by email [support@qualtrics.com](mailto:support@qualtrics.com), or by phone 1-800-348-9194.

**ACCESS QUALTRICS**

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# iThenticate

The screenshot shows the iThenticate dashboard. At the top, there are navigation tabs for 'Folders', 'Settings', 'Account Info', and 'Manage Users'. Below the navigation is the iThenticate logo and a search bar. The main area is divided into two columns. The left column shows 'My Folders' with a tree view containing 'My Folders', 'My Documents', and 'Fresh'. The right column shows 'My Documents' with a table of document entries. Each entry includes a document icon, a title, a progress bar, a report status, an author name, and a date. A sidebar on the right contains a 'Submit a document' button, a '999,943 Documents remaining' indicator, and options for 'Upload a File', 'Zip File Upload', and 'Cut & Paste'. A red arrow points to the 'Submit a document' button. Below the sidebar are sections for 'New folder', 'Folder Info', and 'Shared with: nobody'.

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# iThenticate

The screenshot shows the 'Upload a file' form in the iThenticate dashboard. The form is titled 'Upload a file' and has a 'Returns to Folders' link. It is set to upload to the 'My Documents' folder. Under 'Report & Repository Options', the 'Generate Report Only' option is selected. There are three input fields for 'What is the document title', 'What is the author's first name', and 'What is the author's last name'. A 'Reporting group' dropdown menu is set to 'USA'. Below these fields is a 'Browse for the file you would like to submit' button. At the bottom of the form are 'Upload' and 'Cancel' buttons. On the right side of the form, there is a 'Submit a document' button, a '999,943 Documents remaining' indicator, and a 'File Requirements' section. The 'File Requirements' section lists the following rules: Files must be less than 40MB, The maximum document length is 400 pages, Files must contain at least 20 words of text, Files must not exceed 2MB of raw text, and Zip files may contain up to 200MB or 1,000 files. It also lists supported file types: Word, Text, PostScript, PDF, HTML, Word Perfect, WPD, OpenOffice ODT, RTF, Hongzi HWP.

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Contact Mr. Grushon for additional information.

## Office of Technology Transfer Update

Ms. Wang updated Research Council on the Office of Technology Transfer's (OTT) February through April activities. OTT executed an exclusive option agreement with a venture capital firm based in Columbus, Ohio. This is an option to license Twitris, a social media technology developed by Dr. Amit Sheth's group. iKove is working closely with the University to showcase the technology during the Presidential Debate. OTT is close to finalizing a contract with a Spanish company for unique biological materials. Dr. Caroline Cao's team was selected to participate in the Ohio I-Corp Program – the first team chosen from Wright State University. Anyone interested in participating in the I-Corp Program should contact Ms. Wang directly. The OTT processed one (1) invention disclosure and contacted approximately 40 faculty and staff through individual meetings and outreach. Two guest lectures were provided in a capstone class and in a graduate engineering course. OTT also attended commercialization events, including Wright Ventures presented by the RSCOB, OEA commercialization initiative kick-off organized by Wright Brothers Institute, the Dayton Area Chamber of Commerce annual meeting, the faculty speaker series that are organized by WSRI, and the Business 4000 presentations that were organized by RSCOB which showcased the commercialization of AFRL technologies. The OTT has been marketing technologies to several venture capital firms.

Dr. Fyffe stated the OTT will organize tech transfer and commercialization events on campus in the near future. These events will help broaden and illuminate the services and resources available to assist faculty in moving intellectual property forward. Many of WSU's colleges have various initiatives that are engaging students in entrepreneurship. The OTT future events will help communicate OTT's services and processes for commercialization and technology transfer.

## Research Development Update

Dr. Parker presented the following slides and discussed collaborations across campus:

**Research Development update – 5/5/2016**

Recent Wins

- **Neuroplastic Therapy of Tinnitus**
  - \$1.75M over 3 years
  - Kevin Bennett – Human Interface Design
  - Subhashini Ganapathy – Human Factors
  - 3 PhD students
  - 1 Research Coordinator
- **Hemodynamic Response to Hypoxia**
  - \$110K over 12 months

Recent “Misses”

- **NAMRU-D.** Teamed with 3 different companies.
- **FRN - AVRIT.**
  - NAMRU-D and AFRL
  - UC, UT, Case Western
  - GE, Dayton Children’s Hospital, Henry Jackson Foundation

**HCE** DEPARTMENT OF DEFENSE  
HEARING CENTER  
OF EXCELLENCE

## Research Development update – 5/5/2016

### Proposals Submitted / Under Development

- **Top-down Regulation of the ascending arousal system (hypothalamus)**
  - \$300K over 2 years
  - 2 PhD students
- **Defense University Research Instrumentation Program (DURIP)**
  - Up to \$1.5M for equipment
  - Due July 22
  - 2 proposals under development
    - Human Robot Interaction (Carolyn Cao)
    - Neuroplastic Augmentation and Monitoring (Andy McKinley - AFRL)
- **Targeted Neuroplasticity Therapy (TNT)**
  - WSRI leading
  - \$9M



### WSRI Update

Mr. Dennis Andersh stated that WSARC is the State agent to manage the Federal Research Network (FRN). Twenty research projects were submitted for Round 2. Training was conducted this Spring, which resulted in much better written proposals. The selection was conducted by NASA, AFRL and NAMRU, and industry and university participants from across the State. Fourteen of the 20 projects were selected to move forward from white paper to full proposal. WSU faculty are participating on several of these projects. Another round of training will be held next week in Columbus with PI's of the 14 selected projects.

WSRI has approximately \$75M in proposals in source selection by the government and \$100M in the pipeline.

### EH&S Update

Mr. Farrell provided Research Council an update on the WSU Radiation Safety Officer position. This position became vacant in November. The responsibilities of the Radiation Safety Officer include the safety services and compliance services for researchers using radiative material and radiation generating equipment. A committee comprised of members of the Radiation Safety Committee and other faculty members evaluated options for the position. The committee recommended Mr. Bill Palmer, who had been filling in for the vacated Radiation Safety Officer, be recommended to the Strategic Hiring committee for the position.

Mr. Farrell informed Research Council members of the recent communication from the Association of Public and Land-Grant Universities to member Presidents which calls for a renewed commitment to improving safety in university laboratories. A written guide entitled, *A Guide to Implementing a Safety Culture in Our Universities* was developed. Please visit <http://www.aplu.org/library/safety-culture/file> to access the guide. For additional information visit: <http://www.aplu.org/projects-and-initiatives/research-science-and-technology/task-force-laboratory-safety/>




Mr. Farrell announced the Office of the Vice President for Research and Environmental Health and Safety are sponsoring a FBI Biosecurity Workshop at WSU on Wednesday, July 6. The workshop is open to all faculty and staff. Handouts of the below announcement were provided.

## Southwestern Ohio Biosecurity Workshop


**When:**  
**July 6, 2016**  
**8:00 a.m. — 4:00 p.m.**

**Where:**  
Wright State University  
Student Union  
3640 Colonel Glenn Hwy.  
Dayton, Ohio 45435  
(Free parking available)

**Workshop Cost:**  
**\*\*\*FREE\*\*\***




Sponsored by:



The Federal Bureau of Investigation

And



Wright State University

Special Agent Richard Maier  
FBI Cincinnati Division  
Weapons of Mass Destruction  
Coordinator  
513-979-8307  
[Richard.Maier@ic.fbi.gov](mailto:Richard.Maier@ic.fbi.gov)

Marjorie Markopoulos  
Wright State University  
Biological and Chemical Safety  
Officer, FHS  
937-775-2797  
[Marjorie.markopoulos@wright.edu](mailto:Marjorie.markopoulos@wright.edu)

Registration: RSVP with Name(s), Agency/Company and Points of Contact  
(Phone number & e-mail):  
**Richard.Maier@ic.fbi.gov**

**Registration Deadline: July 1, 2016**

WSU Map: <http://www.wright.edu/university-maps/campus-maps>

Dr. Fyffe opened the floor up for any questions or comments on the updates provided. No questions or comments were stated.

## Policies on F&A Costs and Tuition Remission for Graduate Research Assistants

Notes from the February 4 Research Council meeting and prior Research Council meeting discussions were compiled to update the policy on tuition remission for graduate research assistants. The “Preamble” provided summarizes the path taken to finalize the updated policy.

In parallel, Research Council discussed and approved at the February 4 meeting the revision of the WWP 5305, *Facilities and Administrative (Indirect) Costs for Sponsored Programs*. The language in 5305.3 Exceptions was revised to clarify allowable F&A rates. The proposed policy revision will be presented to Cabinet. The revised and Research Council approved WWP is below and may be reviewed on the Research Council Office 365 Sites:

**Facilities and Administrative (Indirect) Costs for Sponsored Programs**  
Policy Number: 5305  
Date Issued: Revised/April 2016

**References:** Office of Research and Sponsored Programs

**Authority:** Office of the Provost

DRAFT 4/26/16

**5305.1 General Policy**

Facilities and administrative (F&A) cost rates applicable to sponsored research and service are negotiated by the Office of the Controller with the university's cognizant federal agency pursuant to Office Management and Budget (OMB) publication 2 CFR 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Award." Appropriate federally negotiated rates for the type and location of the supported activity will be applied to all sponsored agreements unless an exception is warranted pursuant to Section 5305.3 of this policy. Changes in federally negotiated rates are widely disseminated among affected members of the university community.

Facilities and administrative costs are the costs associated with sponsored research projects that cannot be allocated to a specific project, as defined in 2 CFR 200:

*§200.56 Indirect (facilities & administrative [F&A]) costs.*

*Indirect (F&A) costs means those costs incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. To facilitate equitable distribution of indirect expenses to the cost objectives served, it may be necessary to establish a number of pools of indirect (F&A) costs. Indirect (F&A) cost pools must be distributed to benefitted cost objectives on bases that will produce an equitable result in consideration of relative benefits derived.*

**5305.2 Applicability**

This policy applies to sponsor budgets prepared by Research and Sponsored Programs for proposals submitted on or after July 1, 2016, for new or competing external funding, or for amendment of funding agreements. This policy does not apply to gifts or charitable grants to the university or to awards solely for student aid, including student internships. In addition, this policy does not apply to restricted accounts used to hold royalties or other forms of income generated from the commercialization of university-owned technology.

**5305.3 Exceptions**

F&A rates that are less than the university's federally negotiated rate may be allowed in order to be consistent with sponsor rates defined in specific RFPs or RFAs issued to solicit proposals, or published sponsor policy, or to fit within the budgets of public service proposals to small non-profit organizations. These, or any other exceptions to

using the federally negotiated F&A rate, must be approved by the Vice President for Research and/or the Provost. In all such cases the difference between the allowed rate and the university's federally negotiated rate shall be cost-shared by the university.

Dr. Fyffe explained that the policy on *Tuition Remission for Graduate Research Assistants* is an internal Research and Sponsored Programs operating procedure not a Wright Way Policy.

Dr. Fyffe presented a proposed *Policy on Tuition Remission for Graduate Research Assistants*. The policy provides definition of a graduate research assistant (GRA) and outlines the conditions for obtaining tuition remission. The proposed policy attempts to take into account the real cost of research. The timeline for implementation would be July 1, 2016 (FY17). Proposals routed and submitted prior to the implementation date will not be impacted. Dr. Fyffe informed council members that Tuition is a real cost with a limited budget. Historically, the budget has been greatly overspent by approximately \$800K per year, but now the costs must be brought in line and remain within budget.

Information regarding the policy presented by Dr. Fyffe may be reviewed on the Research Council Office 365 Sites.

## Policy on Tuition Remission for Graduate Research Assistants

Wright State University

### Preamble

For more than two years, Research Council has discussed the effects and impact of the current policy for awarding graduate tuition waivers in support of GRAs whose stipends are paid from extramurally funded research agreements. It has been apparent that the current system is ineffective, and cannot be adequately budgeted to enable the university's limited resources to be used in the most strategic way. Research Council determined to amend the policy. Critical issues that were discussed included the budget available to VPRGS to support these waivers, and the establishment of eligibility thresholds that would help to stimulate growth in WSU's research enterprise. In addition, the vice president for research discussed these issues with the Select Committee for Research Initiatives of Faculty Senate. Members of that committee (comprised of faculty appointed by Faculty Senate Executive Committee – Drs Boyd, Petkie, Garber, Mirkin, Cao and Kenyon) urged for a system that tied the amount of fee waiver eligibility to the indirect costs generated by the sponsoring award. At Research Council on February 4, 2016, the Dean of the College of Engineering, based on internal CECS discussions, proposed a number of strategies for discussion by Research Council. At the February 4 meeting, Research Council approved a policy revision provided by the VPRGS based on the level of indirect costs generated rather than on the F&A rate applied to the project, *per se*. The overriding goal of the policy is that issuance of graduate tuition fee waivers should at least be revenue neutral when comparing the cost of the tuition waivers against the F&A revenue generated by the sponsoring grant or contract.

In related business, Research Council also approved a revision of Wright Way Policy 5305 to limit the approval by the office of VPRGS of reduced F&A rates to sponsors that request a rate lower than the university's federally negotiated rate.

Revisions to WWP 5305 as approved by Research Council on February 4th will be presented to Cabinet for approval at its May 11 meeting.

A motion for final approval of the enclosed policy on Tuition Remission for Graduate Students will be presented to Research Council on May 5<sup>th</sup>, 2016. Following Research Council approval the revised policy will be widely disseminated to faculty, staff, and administrators. This operating policy will be used by RSP and the Graduate School to implement a more effective and strategic mechanism to meet these goals and needs of the university, effective June 1, 2016.

Some "rule-of-thumb" guidelines to assist with the development of appropriate budgets are appended to the policy (page 4).

## Policy on Tuition Remission for Graduate Research Assistants

### Wright State University Office of Research and Sponsored Programs (RSP), and the Graduate School

A graduate research assistant (GRA) is a full-time student ( $\geq 6$  credit hours per semester) who is working at the university under the supervision of a graduate faculty member (or staff researcher with graduate faculty status) and producing potentially publishable and/or patentable scholarly research.

GRAs whose stipends are covered by internal funding sources, except those specified below (7a and b), are not covered by this policy. General graduate assistants (GAs) whose tasks are administrative in nature, or teaching assistants (TAs) whose primary assignment is instruction, are explicitly excluded from being covered by this policy.

#### Conditions

1. Many external sponsors provide tuition costs for graduate research assistants working on funded research, and all investigators are encouraged to seek tuition support for GRAs if it is an allowable cost on their project budgets.
2. GRA contracts must be at least one semester in length and may include summer semester.
3. Where possible, GRA contracts should limit tuition remission to six credit hours per semester (full time graduate student status) unless additional credit hours per semester are required for graduation requirements (allowable up to the full semester rate). Best effort should be made to notify RSP Pre Award in advance of proposal submission what the actual tuition remission requirement will be for each student; if final details or student names are not known at time of proposal submission, RSP Pre Award will prepare sponsor and cost share budgets based on full tuition rates.  
  
Any subsequent changes to grant budgets that affects GRA stipends/salary reallocations (increase or decrease in number) or F&A recovery must be approved by RSP.
4. For a GRA supported with a stipend of \$850/month or more from an external research grant or contract, the Office of the Vice President for Research and Graduate Studies (VPRGS) will provide tuition remission subject to paragraphs 5 and 6 below. The minimum stipend level required by this policy will be adjusted biannually.
5. Approval for provision of tuition remission must be obtained from VPRGS (or PreAward designees) at the time of submission and internal routing of the external grant proposal or contract bid and accompanying budgets prepared by RSP (sponsor and cost-share budgets).

The total amount of tuition remission approved by the VPRGS in support of any externally sponsored GRA **will not exceed** an amount equivalent to the amount of F&A costs, excluding cost-share, determined in the sponsored research budget prepared by RSP for each of the corresponding year(s) or semester(s) of requested tuition support.

Note that although F&A revenue is accrued only after grant funds are expended, eligibility under this policy is determined prospectively rather than retrospectively. GRA contracts may be established as soon as an account for the funding award is created (or preauthorized) by RSP.

6. If the proposal budget or final grant/contract award falls or will fall short of generating F&A revenue appropriate for obtaining full tuition remission ( $\geq$  six credit hours per semester) for a complete semester or year, the respective college dean, or department chair, or principal investigator, may provide financial support from unrestricted funds to make up the difference for a semester or year of support. **Such contingent support must be committed and approved by all parties before proposal submission, and be documented in the university cost-share budget.**

7. Special Cases:

- a) If specified by RSP as allowable under the conditions specified in relevant RFAs, GRAs supported by internal grants may be eligible for tuition remission from the Office of VPRGS.
- b) GRAs supported by new faculty start-up funds may be eligible for tuition remission. These tuition remissions must receive prior approval by the Provost, and sufficient funds for stipend and tuition must be included in the start-up package.
- c) Tuition remission may be paid for a GRA previously eligible for support if they are taking less than six hours and it is their final semester.
- d) Mandatory cost-share requirements for an external proposal may be met by provision of tuition remission if approved by the Provost.

**"Rule-of-thumb" guidelines based on current (FY16) tuition costs:**

(Full semester-\$6,541; six credit hours/full time-\$3,624)

These guidelines assume that all direct costs generate F&A recovery.

Total project costs (one year) include the budget for GRA stipends, salaries, and other direct costs, plus the applicable F&A costs.

These guidelines do not assume any particular stipend level (as long as condition 4, above, is satisfied) as these may vary from discipline to discipline.

<b>Requested or desired tuition remission (one student)</b>	<b>Budgeted F&amp;A rate</b>	<b>Minimum total project costs required from sponsor for tuition remission eligibility (DC + F&amp;A)</b>
1 year (full)	Federally negotiated rate (48%)	\$60,500  (\$40,881 + \$19,623)
1 year (full)	Hypothetical WSU approved rate (e.g. 15%)	\$150,443  (\$130,820 + \$19,623)
1 semester (6 hours)	Federally negotiated rate (48%)	\$11,174  (\$7,550 + \$3,624)
1 semester (6 hours)	Hypothetical WSU approved rate (e.g. 15%)	\$27,093  (\$23,469 + \$3,624)

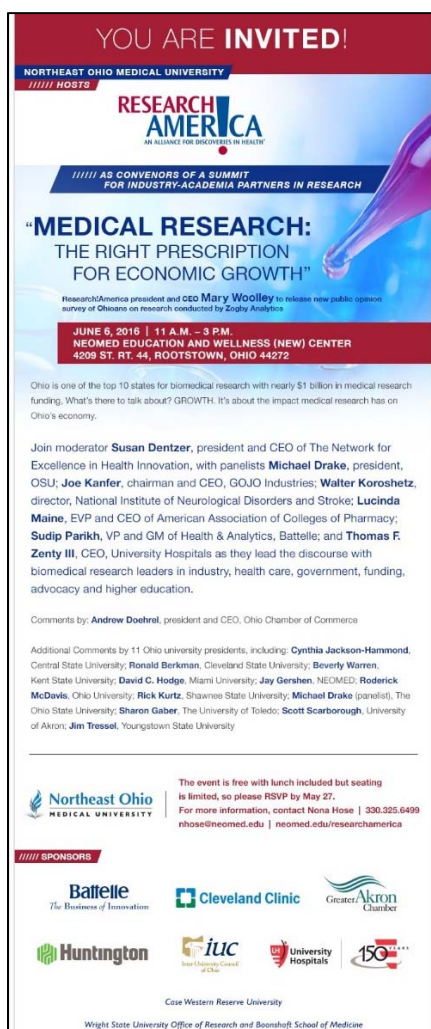
<b>Total amount provided by sponsor (annual budget, including stipend, salaries etc and F&amp;A costs)</b>	<b>F&amp;A rate approved by university</b>	<b>Tuition remission available from VPRGS</b>	<b>Additional support required from dean and/or chair (Assuming that the request is for one student for three semesters). Approval is needed if additional support is required from the dean or college</b>
\$25,000	15%	<u>Not applicable</u> – less than six hours fee remission available	All tuition costs (up to \$19,623)
\$28,000	15%	One semester for one student, with a maximum of six credit hours	Minimum of two semesters of tuition. More if student requires > 6 hours each semester.
\$61,000	48%	Three full semesters for one student	Not applicable

Dr. Gallimore requested a motion to delay/table a vote on the proposed policy in order to further discuss with the Dean and faculty. Dr. Raymer also suggested additional time was needed to circulate to faculty and discuss with deans. A special June Research Council meeting was suggested for voting. The motion to table the vote was placed before council, with 13 “yea’s” and 1 “nay.” The motion to table the vote was carried. Research Council members will disseminate the proposed policy to their faculty and discuss with their appropriate dean. Comments will be collected and emailed to Dr. Fyffe with a copy to Kathleen Friedman. A special meeting will be scheduled or, at the approval of Research Council, an email vote will be taken.

**Other Business**

The June 2, 2016, Research Council meeting is cancelled due to the Board of Trustees budget workshop meeting being held at the same time on the same day.

Dr. Fyffe announced that Northeast Ohio Medical University is hosting Research America on June 6 at the NEOMED Education and Wellness Center. The event is free with lunch included but seating is limited so RSVP early! Flyers of the announcement were provided.



In conclusion, Dr. Fyffe acknowledged the Research Council members whose term is ending June 30 and thanked all council members for their continued service.



***Adjournment***

There being no further business, the meeting was adjourned at 10:07 a.m.