University Research Council

Minutes of December 12, 2019 Meeting

Members Present: *N. John Cooper, Deputy Vice Chancellor for Research; Mark Anderson, Department of English; Karen Arndt, Department of Biological Sciences; Velpandi Ayyavoo, Graduate School of Public Health; Debbie Brake, School of Law; Ryan Champagne, Grants Development Coordinator, Office of Sponsored Programs; Yvette Conley, School of Nursing; Shaun Eack, School of Social Work; Julie Fiez, Department of Psychology; Brian Galla, School of Education; Robert B. Gibbs, Department of Pharmaceutical Sciences; Kent Harries, School of Engineering; Michael Holland, Vice Chancellor for Science Policy and Research Strategy; Kacey Marra, School of Medicine; Frits Pil, Katz Graduate School of Business; Anne Robertson, School of Engineering; Jeremy Somers, Office of Research, Health Sciences; Alexandre Vieira, School of Dental Medicine; Stephen Weber, Department of Chemistry; Jennifer Woodward, Vice Chancellor for Research Operations*

Members Absent: *Rob Rutenbar, Senior Vice Chancellor for Research; Heidi Ann Scharf Donovan, School of Nursing; William Dunn, Graduate School of Public and International Affairs; Raymond Engel, School of Social Work; Alexandria Harris, Graduate and Professional Student Government Board; Stephen Hirtle, School of Computing and Information; Holger Hoock, Associate Dean for Graduate Studies and Research, School of Arts and Sciences; Neil Hukriede, Department of Developmental Biology; Sean Kelly, School of Education; Matthew Kropf, University of Pittsburgh Bradford; William Layton, Department of Mathematics; Elizabeth Monasterios, Department of Hispanic Languages and Literatures; Margaret Rosenzweig, School of Nursing; Susan Sereika, Department of Health and Community Systems; Steven Stern, University of Pittsburgh Johnstown;*

Guest Attendees: *George Huber, Vice Chancellor for Research Protections; Bill Yates, Co-Director, Research Protections*

1. **Welcome and Announcements**

   Dr. John Cooper welcomed the Council members and called the meeting to order at 12:20pm.

2. **November 12, 2019 URC Meeting Minutes**

   The November meeting minutes had been circulated to the Council and were approved nem con.

3. **Establishment of Momentum Fund Review Committees (NJC)**

   Dr. Cooper informed the Committee that committees to review the Momentum Funds have been established and will be hearing pitches mid-January.

There was a comment that number of seeding grant applications seems low. It was noted that the number of proposals does not represent total number of people (co-investigators, etc.) involved and that this program has encouraged teams.

4. **Setting up the Next Proposal Bootcamp (MH)**

Dr. Cooper informed the Committee that the Deans have been solicited for nominations and that the Boot Camps will start in January. The list of attendees was distributed to the Committee.

Dr. Cooper noted that we will be adding a "staff" version of the big proposal bootcamp that will be three weeks long, rather than eleven weeks, and focus on the administrative aspect of large-scale proposals.

The schedule for the boot camp meetings will go out to participants by the end of the week.

5. **MyDisclosures – Online System for COI Disclosure and Review under the New COIR Policy (NJC & Bill Yates)**

Dr. Cooper gave an introduction to the new COI disclosure and review process. New policy has been in place this year. There has been concern that current process for making disclosure in accordance with policies has been rather clumsy (printed paperwork, multiple forms, etc.). Push was made to move this process online, making it entirely paperless. Also incorporates Conflict of Commitment. Work began last spring to develop this. Committee was charged this August to determine how the process should work. Disclosure also protects faculty, as well at the university. Recommendation that local supervisors have discretion to report or not report for part-time/adjunct faculty. Discussion of all of this will happen with the Council of Deans next week.

Bill Yates gave a demo of electronic system that has been built. First question is about what your role is – PITT faculty/researcher, PITT Admin, or UPMC – on which the rest of the questions are based. Specifies what needs to be disclosed and what doesn't. Note that they are still working on the wording on many parts of the form. Once finished, it will automatically go to supervisor.

When rolls out, chair will get a weekly email letting them know they have things to do in the system. After the rollout, chairs will get an email since entries will come in at different times.

Comment that many people have family members that are also involved in research. Noted that we only need to know about research at Pitt. Even if the work is unpaid, it should still be disclosed.

Noted that changes must be disclosed within 30 days from the date of the change, according to NIH policy. COID can be updated/edited at any time in this new system.

This system will also make it much easier for Chairs to go through and approve forms.

6. **Any other business**

There being no other business, the meeting adjourned at 1:10pm.