University Research Council
May 2, 2014

Members	Attended		Arrival/Departure Time
Jeff Brown	☒ yes	☐ no	
Anna B. Cieslicka	☐ yes	☒ no	
Juan Cisneros (ex officio)	☐ yes	☒ no	
George Clarke	☒ yes	☐ no	
Jennifer Coronado	☒ yes	☐ no	
Kelly Frailing	☒ yes	☐ no	
William Gruben	☒ yes	☐ no	
Robert Haynes	☒ yes	☐ no	
Roberto Heredia	☒ yes	☐ no	
John Kilburn	☒ yes	☐ no	
John Maxstadt (ex officio)	☒ yes	☐ no	
Kamal Parhizgar	☐ yes	☒ no	
Kyung-Shin Park	☐ yes	☒ no	
Alfredo Ramirez	☒ yes	☐ no	
Kenneth Tobin	☒ yes	☐ no	
Marivic Torregosa	☐ yes	☒ no	
Celeste Kidd (ex officio)	☒ yes	☐ no	
Zoila Franco-Hinojosa (ex officio)	☒ yes	☐ no	

Number Present: <u>8</u>   Meeting convened at: <u>9:32</u>   Adjourned at: <u>10:13</u>

1. **Call to order**
   Drs. Trace Pirtle and Thomas Vaughan have left TAMIU and are no longer on URC. Dr. Heredia is replacing Dr. Vaughan as chair of the IACUC and taking his place on the URC.

2. **Approve minutes from 12/4/2013**

Motion: Approve minutes as written			
Present: 8	For: 8	Against: 0	Abstain: 0

OLD BUSINESS

3. **Research Policies Update**
   a. Institutional Review Board and Export Control – rules now official
   b. Biosafety – internal members appointed, one external member accepted

NEW BUSINESS

4. TAMUS Research Compliance Surveys

5. Revisions to internal grant applications prior to release in mid-May

    a. Add this sentence below for the *Current & Pending*, *Progress Report* and the *External Grant Abstracts and Reviewer Comments* sections on the URDA, URG and UCPG applications.

If applicant has nothing to report for this section, please include a place holder page with the title for the section and state "Not Applicable", so that reviewers will know those pages are intentionally left blank and haven't been forgotten.

Motion: Approve wording as written			
Present: 9	For: 9	Against: 0	Abstain: 0

    b. Add an option for a student worker to be hired on the UCPG application, using same instructions as on the URG application

Motion: Approve as written			
Present: 9	For: 9	Against: 0	Abstain: 0

    c. On UTG – add instructions below to Project Summary to give reviewers more targeted information on reason and purpose for the travel

NOTE: Project Summary (may be single spaced, delete instructions in red font).

Project Summary should describe the project in language understood by reviewers outside your discipline. Include a statement of the research objective(s) and/or hypotheses and discuss the significance of the project to the advancement of knowledge in the field. (maximum of 1 page for project summary)

Motion: Approve as written			
Present: 9	For: 9	Against: 0	Abstain: 0

6. Review process for URDA, URG and UCPG

Motion: Add a new instruction to these applications for applicants to also submit a 1 page maximum document that explains how the proposed project is different from previously funded internal grants			
Present: 8	For: 8	Against: 0	Abstain: 0

7. Distribution of Research Development Fund Reviews

8. Set next meeting date