 approved by RCA Council

2/27/2020

**RESEARCH AND CREATIVE ACTIVITIES COUNCIL**

**Meeting Minutes of 12 February 2020**

Call to Order: David Patrick, Interim Vice Provost for Research and Dean of the Graduate School called the meeting to order at 2:05 p.m.

Nicole Larson, RCA Council Chair provided an overview of the meeting’s topics and reported that David Patrick recently met with each RAC Council sub-committee (Additional Grants, Summer Research, Summer Teaching, Graduate and Undergraduate).

**Items from the Interim Vice Provost**

David gave an overview of the **New Initiatives Fund** (formerly Project Development Awards):

The fund will provide $25K (and up to $28K for bigger projects) to aid faculty in applying for external agency grants in excess of one-half million dollars. This area of funding has been flat approximately for the previous ten (10) years.

Generally, the new fund will be targeting 1 million dollar external grants. Ideally, it will have a wide impact beyond the PI (i.e. funding course buyouts and the utilization of multidisciplinary groups). The program will initially start with no deadlines and will fund only one (1) per quarter. Proposals will also initially not have a page limit. The annual budget will begin at $70,000. The goals for the committee will be to invest less energy in reviewing proposals i.e. Summer Research and Teaching Grants. The awards will be limited to twelve (12) months. The RCA Council will periodically review the submitted proposals then consult with the PIs who have applied as needed.

**Items from the RCA Council Chair**

**Approval of Minutes:**

The RCA Council approved the meeting minutes of January 23, 2020 as written.

**Items from the Council**

The council discussed several aspects of the **New Initiatives Fund (NI)** procedures:

* Possibly require PIs to document how a funded NI proposal will produce a fundable external grant proposal to submit.
* RCA Council may need to decide the following during reviews:
	+ May require indication of intermediate and final deliverables
	+ May require timelines
	+ May require a stated final product
	+ May create mentoring teams for PIs
	+ May require final reports

The council discussed several aspects of the **Pilot Project Fund (PILOT)** procedures:

* Targets external agency grants under one half million
* No requirement to apply externally
* Designed for applicants to try something new
* Promising future – long lasting impact
* Not for one-off projects (mini grant more suited)
* Two tiers of award amounts $4,000/$8,000
* RCA Council to decide how long a project is considered “new”
* PI’s may be required to indicate why/how project is new
	+ i.e. new to WWU, new to a PI, new to PI’s career, new idea and/or unique etc.
* Is the project an advanced idea on a previous project?
* Not to produce conference papers

The Additional Grants Sub-committee will weigh in and revise the Pilot Project guidelines via email with David before it goes live. The Additional Grants Sub-committee will meet to de-brief with the RCA Council after each round of reviews or annually at minimum.

**Next meeting** – scheduled in approximately two weeks.

**Adjourn -** meeting adjourned at 3:00 p.m.

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| **RESEARCH AND CREATIVE ACTIVITIES COUNCIL (RCAC)** **2019 - 2020** |
| CBE | Business & Economics | Farrokh Safavi | Finance & Marketing |
| FX | Fairhaven |   |   |
| CFPA | Fine & Performing Arts | Evan Mueller | Theater & Dance |
| HUM | Humanities  | Susan Costanzo | History |
| HUM | Social Sciences | Lorrie Brilla | Health & Human Development |
| HUX | Huxley | Andy Bunn | Environmental Sciences |
| CSE | Sciences & Technology | James Vyvyan | Chemistry |
| WOOD | Education | Tracey Pyscher | Secondary Education |
| LIB | Libraries | abby koehler | Libraries |
| SENATE | Faculty Senate  | Nicole Larson | Engineering & Design |
| SENATE | Faculty Senate  | Jerry Ek | Anthropology |
| SENATE | Faculty Senate  |   |   |
| SENATE | Faculty Senate  |   |  12/5/21019 |