**Meeting Location:** via Zoom

*RCA Chair* Susan Costanzo called the meeting to order at 10:07 a.m., welcoming a total of 12 attendees (roster attached).

**Information Items**

Meeting minutes of 5-15-2020 were approved and posted to the [RCA website](https://rsp.wwu.edu/governance).

**Discussion Items**

**Items from the Dean:** *Dean* David Patrick discussed recent RSP staff changes, as well as COVID impacts on grant application processing. RSP staff are working remotely and as quickly as possible to reduce backlog. Due to staffing shortages there has been a necessary limitation on workshops and some other activities. Allow extra time for grant setup and post-award support. The Shannon Point portfolio was reassigned to Theresa Barnhart. She also manages all CSE grants. Keith Lyon manages the rest of the post-award grants for the university. The Human Subjects Task Force will meet next on 10/29.

**Mini and Manuscript Grants:** Mini and Manuscript grant application processing currently has a two-week turnaround. *Dean* Patrick would prefer to alter the current desk-review process to include a panel review for these applications (Additional Grants Committee).

**RSP Budget:** During FY20, RSP processed 90 new awards totaling $9.1 million with a total IDC of $1.6 million over the lifetime of the awards. Approximately 200 students received some amount of financial support from grants (tuition or stipend or both) totaling $1.1 million at an average of $5K per student. For FY21, there is a plan in place to pay down RSP carryforward debt in approximately three years. The faculty travel college distribution ($300K) will likely be moving to a different fund.

**Fraser Family Gift:** *Dean* Patrick brought up the topic of the Fraser Scientific Equipment Endowment and the question of how to process applications. RCA will be the review body for proposals. 75% is allocated to major scientific equipment while the remaining 25% is earmarked for library expenditures. RCA will determine awarding the 75%.

[**Executive Order 13950**](https://www.dol.gov/agencies/ofccp/executive-order-13950)**:**  The recent EO places restrictions on teaching divisive concepts in equity, diversity, and inclusion in conjunction with federal grants and contracts. RSP is aware of the EO and is working on how to respond. *Dean* Patrick welcomes questions, concerns, and perceived impacts.

**Additional Grants Committee**: *Chair* Susan Costanzo noted that RCA should avoid overextending the Additional Grants Committee, who will now be reviewing Pilot Projects, Mini, & Manuscript grants. *Dean* Patrick agreed and recommended that RCA take on New Ventures and the Fraser endowment so as to not overburden the AGC.

**Meeting adjourned at 10:58 p.m.**

**RESEARCH & CREATIVE ACTIVITIES COUNCIL – ROSTER 2020-2021**

|  |  |  |
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| **VOTING ATTENDEES** |  | **NON-VOTING ATTENDEES** |
| Farrokh Safavi | CBE (Finance & Marketing) | P |  | **Ex Officio members** |
| Kevin Delucio | FX (Interdisciplinary Studies) | P |  | David Patrick, *Dean, Graduate School* | P |
| Evan Mueller | CFPA (Theater & Dance) | P |  | Tracey Finch, *Grants & Contracts Coordinator Lead* | P |
| Susan Costanzo, *Chair* | CHSS (History) | P |  |  |  |
| Lorrie Brilla | CHSS (Health & Human Development) | -- |  | **Recorder** |
| Andy Bunn | HUX (Environmental Sciences) | P |  | Dayna Patterson, *Assistant to the VP* |  P |
| James Vyvyan | CSE (Chemistry) | P |  | **Guests** |
| Tracey Pyscher | WCE (Secondary Ed) | P |  |  |
| abby koehler | LIB (Libraries) | -- |  |  |   |
| Faculty Senate |  |  |  |
| Nicole Larsen | Engineering & Design | P |  |  |  |
| Jerry Ek | Anthropology | P |  | **Voting attendees­** | 9 |
|  |  |  |  | **Non-voting attendees** | 3 |
|  |  |  |  | **TOTAL ATTENDEES** | 12 |
|  |  |  |  |  |