



Research Policy Committee

Final

Meeting Minutes

Wednesday, March 23, 2022

10:30 – 11:30 AM

Via Zoom Video Conference

Voting Members Present: Karl Benedict, Fabiano Amorim, Laura Banks, Brandon Schmandt, Catherine Roster, Marek Osinski, Tito Busani, Lorenda Belone, James Blankenship, Terefe Habteyes

Voting Members Absent: Andrea Polli and Tito Busani

Ex-officio, Guests and Minutes: Mary Jo Daniel; Associate VP Research & Econ Development and Elizabeth (Lisa) Kuuttila; President & CEO: STC. UNM, Gena Garcia (OUS)

Called to order at 10:31 am

Quorum was met.

1. Review and approve agenda

The committee approved the agenda for March 23, 2022.

2. Review and approval of minutes

The committee approved November and February 2021 meeting minutes with modifications.

3. Updates

Membership

- Karl asked for self-nominations or nominations for Vice Chair. That person will act as Chair for 6 months until Karl resumes in January 2023.

Subcommittees

- ARL announcement- Platform not ready yet. Grace is working on that.
- Participants of the subcommittee: Andrea, Brandon, Fabiano. Subcommittee will start working August 26th. Brandon asked if anyone from last year would give any ideas for tweaking the process. Catherine and Laura stated it is a new platform this year.
- Laura shared an Excel version of the scoring sheet for the subcommittee to use per candidate. She believes it would be better if the subcommittee score the candidates on the scoring sheet before entering the information into Info Ready.



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Annual Research Lecture Award 2022 Committee Scoring Worksheet					
Applicant Name:					
Required Criteria					Yes/No
Nominee employed as an active, full-time Professor or exceptional Associate Professor at the time the nomination is submitted					
Nominee has sufficient longevity at UNM					
Bulk of work under consideration has occurred while on faculty at UNM					
Detailed CV describes career and educational trajectory					
Impact Scoring:					
5=Exceptional	4=Very good	3=Good	2=Marginal	1=Unclear/Not Present	Score
Nomination letter - makes a strong case for how the nominee has achieved an exceptionally high level of success in their scholarly (research or creative) works.					1
Compelling letters of evaluation from 3 national or international experts					1
Career statement effectively highlights scholarly achievements					1
Dissemination of scholarly works – number and quality of products related to research or creative works (presentations at professional gatherings, new or improved curriculum, publications in peer-reviewed or seminal journals, broadly adopted white papers or reports, books, published abstracts, legislative or regulatory change, public installations or displays, public performances, new construction or land use, patents or copyrights, other products)					1
External recognition for scholarly work - interviews, news articles, awards, recognitions, etc.					1
Impact of mentoring					1
Impact of scholarly service					1
Level and significance of external funding in the context of the nominees discipline					1
Impact of teaching or student engagement					1
Overall significance of nominee's work in their field					1
Total Impact Score (High = 50, Low = 10)					10

- Laura suggested the subcommittee’s task be to review the applications, score them, create strengths and weaknesses as well as summaries for each candidate, recommend the top candidates and present the preferred candidates along with their strengths and weaknesses and a justification as to why the choices were made. The subcommittee would then present the highlights of the top candidates to the full committee.
- So that the information can be reviewed by the full committee, Laura will export the information in preparation for the subcommittee’s discussion of the top candidates.
- Marek asked if the application aligns with the scoring sheet. Laura confirmed the scoring sheet aligns so there is no looking around for the information.
- MaryJo confirmed the schedule for CERL, Friday April 29th at 5:00-6:30pm. More information coming out soon.

Policy

A91 review update

- Catherine had made corrections to Melissa’s copy and placed in Teams but that was while Teams was down.
- Karl will get a copy of the Word version of the policy so the committee can use track changes to review as the draft for ratification by the committee.

4. New Business

- Introduction of draft Faculty Handbook Policy E30 and Standard E30#1. We have now a draft copy of faculty handbook policy and an associated standard. Much like A91- center review. Karl shared his screen with information on proposed



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research data policy. One of the tasks was the development of research data policy for UNM.

UNM

Proposed *Research Data Policy* Introduction & Overview

Karl Benedict - *Co-Chair IT Research Technology Advisory Board*
March 23, 24 2022
Research Policy Committee & IT Use Committee Meetings

Background

April 2019	Research Data Management working group of the IT Research Technology Advisory Board (RTAB) formed. One component of charge included development of Research Data Management Policy.
July 2020	Policy work initiated
July-August 2020	Review of policies from 47 peer institutions (HED, IPEDS, and ARL+R1+comparable research funding from <i>Briney, Goben, and Zilinski 2015</i>)
October 2020 – February 2021	Feedback sought from FS Research Policy Committee (RPC), RTAB, FS Policy Committee (PC)
March-November 2021	Policy revisions based on feedback
December 2021-January 2022	Carol Stephens reviews, edits, and restructures draft policy into current draft Faculty Handbook Policy E30 and associated Standard E30#1
March 2022	Review and consideration for endorsement by RPC, and IT Use Committee

Contributors:
 Lijing Bu, Mark Servilla, Vincent Sarracino, Jonathan Wheeler, Grace Faustino, Carol Stephens, Karl Benedict & commenters from the OVPR, RPC, PC, and RTAB

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Objectives

- Define required activities associated with research data management
 - By UNM policy
 - By other regulatory agencies
 - By sponsors
 - By collaborators and research project participants
- Link to and clarify connections with other UNM data policies
- Define roles and responsibilities for different participants in the full research and data lifecycle
- Provide guidance for how to achieve compliance with this and related policies, regulations and requirements

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Structure & Content

- Faculty Handbook [Policy E30](#)
 - Recognition of rights and responsibilities of data owners and participants in research data lifecycle
 - Ownership and rights associated with research data
 - Rights and responsibilities concerning access, use, sharing, security, confidentiality, and maintenance of research data, both in analog and digital form
 - Rights and responsibilities of: Data Owners, Researchers, Data Stewards, Data Custodians, Data Users
 - Definition of key terms
 - Data stewardship procedures
 - Compliance with data use agreements

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Karl would like to have more discussion at the next meeting, April 20th. He is hopeful to have an endorsement to take to both Faculty Staff Policy Committee and IT Use Committee. The policy and standard are available for review and comment through the following links:

Policy:

<https://unmm.sharepoint.com/:w:/t/ITResearchTechnologyAdvisoryBoard-DataManagementWG/EfmU2huo2bFIkyeRcQ3R2koBHFVTnoAU6yPSMerK7Bf7cA?e=Gwwl0U>

Standard:

<https://unmm.sharepoint.com/:w:/t/ITResearchTechnologyAdvisoryBoard-DataManagementWG/EQDPpqs98DBCioAF9RwcYXoB2NG-ypT6aMAIwrfXwpHMzQ?e=5H19Lx>

5. Adjourn
11:33 am



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Next meeting

Wednesday, April 20, 2022

Via Zoom Video Conference