Research Admin Community (RAC) Meeting Minutes

June 04, 2020

WSU/PNNL DGRP

• Asaph Cousins and Emily Carbaugh
  o Goals
    ▪ Align WSU faculty and students with PNNL research and capabilities
    ▪ Increase the quality and quantity of STEM PhD graduate students at WSU
      • Draw in non-WSU students
    ▪ Provide unique training, education, and research experiences for highly talented
      STEM students, and provide a pipeline of talent PNNL and DOE
    ▪ Enhance the scientific impact of PNNL and WSU research
  o New application process and timeline
    ▪ Restructured to focus on new student recruitment
      • Initial applications due in January
      • Recruitment January through April
    ▪ WSU advisor submits pre-proposal eREX in May
      • Note: the pre-proposal eREX is required regardless of the student’s
        funding source and is only internal
  ▪ Overview of DGRP Cohorts
    • 2017 – Cohort 1: 10 students
    • 2018 – Cohort 2: 9 students
    • 2019 – Cohort 3: 7 students
    • 2020 – Cohort 4: 9 students
    • Total: 35 students
  ▪ Year in graduate program (as of Fall 2020)
    • Year 1: 6 students
    • Year 2: 5 students
    • Year 3: 4 students
    • Year 4+: 17 students
    • Complete: 3 students
  ▪ Graduate programs represented
    • Biological and Agricultural Engineering
    • Chemical Engineering
    • Chemistry
    • Civil Engineering
    • Computer Science
    • Electrical and Computer Science
    • Engineering Science
    • Environmental and Natural Engineering
    • Mechanical Engineering
    • Neuroscience
    • Soil Science
  ▪ Funding structure
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- Years 1 and 2 (pre-ABD) – student at WSU, supported by WSU faculty through normal department
- Years 3 and 4 (post-ABD) – student at PNNL, stipend and benefits supported by PNNL, sub-contracted to WSU
  - WSU provides tuition waiver and lower off-site F&A
- Year 5+ - TBD on a case by case basis
- PNNL provides funding support for up to 24 months
- **Note:** students must be ABD status prior to receiving funding from PNNL

- **Transition to PNNL**
  - DGRP students will be required to fill out the Institutional Transition Form (ITF)
  - ITF will be logged in MyResearch and can be used as a reference point for anticipated timeline to PNNL
  - Submit budget via eREX at least 8 weeks prior to student’s anticipated transition to PNNL
    - This will initiate the PNNL contract process to be finalized before start date at PNNL

- **Additional:**
  - Step levels: Step 85 or 5 steps higher than department norm
  - PNNL advisor will serve on student committee
  - DGRP funded through WSU department and PNNL
  - DGRP is not an internship
  - Domestic and international students accepted
    - Clearance/background checks needed to on PNNL campus
  - Recruitment goal: 9-10 students a year
    - Anticipate increase in competitiveness as program continues

**COVID-19 update with Q&A session**

- Levi O’Loughlin
  - Plan to return for WSU properties posted online
    - Sent to Gov. Inslee, approval anticipated
    - Go-live late Friday or Monday
      - Application process is listed by the deadline
  - Posted document focuses on defined population
    - Working to adapt supplemental guide of risk-based measures for undefined population
    - Working with merging WSU plan with those of agencies WSU works with (e.g. Chamber of Commerce)
    - County policies supersede WSU policies
    - Send questions to: research@wsu.edu
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Office of Research Support and Operations

- Matthew Michener
  - Hiring new coordinator to start July 1
  - Plan to have limited in-office presence in Pullman July 1
    - Everett, Vancouver, and Tri-Cities maintain status quo
  - NSF PAPPG
    - New Deadline: October 5

Sponsored Programs Services

- Casey St. Clair
  - Staffing updates
    - Many new hires
      - Nate Sletteland
      - Tricia Maxey
      - Hailey Christy
      - Joy Li
  - Effort Certs
    - For this period and forward, digital documentation
      - Sps.effort@wsu.edu
      - Utilize Adobe Pro and above email
      - Print, sign, scan, email for wet signatures
      - Unsigned are accepted, but with strict guidelines
      - Guidelines sent out soon
    - Prior periods can be returned as image of 300 dpi or greater to
      sps.effort@wsu.edu
    - Signing requirements are not changing
      - Copy in anyone who signs on the email

Tri-Cities

- Robin Stanco
  - Kelley Unsicker leaving
  - Grigoriy Ardashev joining

The next RAC meeting will be September 03, 2020 11AM-12PM via Zoom