**CoCD Meeting**

**8/24/21**

**Minutes**

Meeting began: 1:00pm

In attendance:

Deanne Pytlinski, Greg Clifton, Annie Butler, Layton Curl, Jacob Welch, Adriana Nieto, Andrea Borrego, Steve Beaty, Sheryl Zajdowicz, Ford Lux, Mike Heathate (IRB), Melissa Monson, Elizabeth Ribble, Andrew Bonham, Dan Lair

Virtual: Brian Hutcheson, Matt Makely, Rebecca Gorman O’Neill, Terry Buxton, Deborah Horan, Grant Denn, Kevin Zeiler, ZsuZsa Balough (Assoc. Chair), Alex Fayman, Maria Akrabova, Chad Harris, Christopher Jennings, Abel Moreno, Douglas Mpondi, Eric Olson, Robert Preuhs, Jessica Katz, Peter Schimpf, Keah Schueneman, Rachel Sinley, Nicole Vowles, John Wanberg, Kathryn Whitmore, Hsei-Te Yeh, Mark Yoss

1. OSRP

Betsy Jenks, Director, joined on Teams and shared a presentation.

45 new and continuing grants totaling $38 million this year

Introduced staff of 6

Reviewed services provided –recognize the gaps, and looking to create a sustainable infrastructure

Pre-award assistance: finding funding, but also helping to develop proposal, concept development.

Betsy asked Chairs to reach out to those who want to get external funding but perhaps don’t know how.

Award management-including compliance, approvals, reporting

Taking steps to create policies—have identified 45 policies

New software is available to run queries

Also help with funding projections to keep on budget

Betsy wants to be in more contact with Chairs to know what’s going on.

IRB-Mike introduced himself, and discussed human subjects review

7 members on the review board, including a community member (in this case, someone from CU Anschutz)

Gave overview of different kinds of review—exempt, expedited, or full review

Looking for more IRB members

Resources discussed

* Pivot Funding Opportunity Database

Comprehensive public & private sources, also build faculty profile online

* AASCU Grant Resource Center

Good for federal grants esp.

Also have proposal libraries, so can see what a good proposal looks like

* OSRP research request form

Faculty can request someone to do this research for them

Private—work with advancement

Public-Continue to work with OSRP

1. Chair training

Gauging interest in what kind of resources chairs want

There has been some training in the past—what would be useful?

Should we advocate for training?

i.e. how to manage communication with leadership

Feedback: Since there is no formal onboarding, resources would be good.

On the other hand, chairs feel swamped simply by coming back after Covid.

Discussed the problem of offices around campus not being informed of new chair—have to be proactive. Some have a better defined mentorship from old chair, but not all.

Someone brought up that they thought that Bill Henry’s office might be planning something. (Indeed, since this meeting occurred, Monthly chairs training sessions have been announced.)

Also discussed the lack of staff in many offices – are there ways to get backup support? I.e. a floating staff?

1. Current issue—Seating Chart mandate discussed

The timing of the communication was discussed, as well as the Safe Return Committee’s role.

Trying to keep students in the classroom as much as possible, instead of quarantining.

Specific questions brought up that chairs wanted asked of the provost:

* Deadline of September 7-can we have more time? Some classes don’t meet again before then.
* What happened to the breakdown in communication—why weren’t chairs told about this beforehand, and consulted for input?
* Is there a place for chairs to report anomalies (as in when reporting process doesn’t work).

Additional concerns were discussed among the chairs, including concerns about the decision to reduce quarantining in light of aerosol transmission.

Update: following this meeting, the Provost called a meeting to address the concerns, and the Deans clarified logistics.

Adjourned at 2:30pm