Meeting Minutes
Research Board

Date: 27 September 2012
Time: 1500 - 1630
Location: MAE Conference Room

Present:
Jeffrey Paduan, Dean of Research
Danielle Kuska, Director of RSPO
Kevin Wood, incoming Associate Dean of Research
Jim Newman, SSAG
Claudia Luhrs, MAE
Amela Sadagic, MOVES
Paul Shebalin, Meyer Institute
Imre Balogh, MOVES
Joel Young, CS
John Colosi, OC/UW
Uday Apte, GSBPP
Ira Lewis, RSPO
Pante Stanica, MA
Ron Fricker, OR
Mark Nissen, IS
Wendell Nuss, (for Qing Wang) MR
Phil Pace, ECE\
George Dinolt, Cebrowski Institute
Ira Lewis, Research

Not Present:
Douglas Fouts, Associate Dean of Research
Frank Barrett, GPPAG
Bruce Denardo, PH
Chris Twomey, NSA
Robert Harney, SE
Anne Clunan, NS
David Tucker, DA
Wieslaw Maslowski, OC/Faculty Council Rep.

Visitors:
CDR Unrein, IDCFE
COMMUNICATIONS

RSPO Update

Danielle informed the Research Board that training modules are available online. The questions have been altered this year, as the IG previously mentioned that the questions were too elementary. To date, there have been a number of training completions. Amela questioned if the training could be valid for a period greater than one year. Danielle responded that it would be ideal but it is not likely. In fact, the requirements for training may be more extensive and frequent than an annual training.

Because of the change of the indirect cost structure budget page changes have been eliminated. A budget page will be issued when an account is established. If something changes such as the PI, expiration date, or the bottom line authorization alters, the changes will be issued by the RSPO. Danielle will send an e-mail, with additional information, to the Research Board.

Budget page changes have not been required for a number of years. It is important to note that all the funding must be spent in direct support of the project. If a sponsor requires notification on a budget adjustment, the RSPO will notify the PI of the requirement. The mechanics of changes, with indirect now being calculated against hours, the process can quickly become incredibly labor intensive. Accounts will need to be closely monitored in order to be kept out of the red.

Danielle informed the board that new and interim accounts will be issued in week one of FY13. The carryover account budget pages will likely not be issued until mid to late October. Comptroller has to run the indirect for pay period week ending 30 SEPT 12 to predict the carryover balance. However, once training has been completed, if the money is showing in KFS, it can be spent.

The Non-Tenure Track Committee has not met recently due to scheduling issues and the hectic nature of fiscal year end. Leadership is being restructured and the committee will be chaired by Kevin Wood.

Dean of Research Update

The process for Center Reviews will commence shortly. Dr. Paduan will be sending a memo, to all centers, requesting a status update. Those statements will be read by the Research Board. Particular focus will be paid to those who do not reply as that may indicate a now defunct entity. This review will likely be held during the November or December board meeting.

Dr. Paduan met with the Institute Directors and wanted to dispel some rumors regarding their future. Cebrowski and MOVES continue to operate independent of a department. Organizationally, they are aligned under the Research department but they do not get
much representation outside of the Dean of Research. There is a need for a meeting with Provost Ferrari and the Institute Directors to discuss the matter further. Dr. Paduan considers it the position of the board that a re-alignment should not occur as the Institute Directors have voiced their desire to remain independent of another department.

NSI has disbanded contrary to the rumor of a revitalization of the Institute. The projects officially ended on 30 September.

Amela requested additional information on the budgeted indirect for the institutes. Institutes are expected to be self-supporting while simultaneously contributing to indirect and fund items that do not benefit the institute. Danielle agreed that the budgeted indirect is a murky concept for many. Institutes will receive budgeted indirect but it is a guesstimate based on the amount of funding they expect to bring in.

A board member questioned if there was a process for commenting on the recent budget presentation given by the VP for F&A. Dr. Paduan responded that the presentation should be posted to the public but was uncertain if a comment link had been provided. He suggested that comments be sent to Danielle or him and they would be forwarded to Colleen.

The budget presentation can be found at the following link:
http://intranet.nps.edu/Docs/Administration/Budget2013presentation14Sept2012final.ppt

Publication Review Process Update

In the last month, there hasn’t been any official movement on this topic. The committee, constituted by the Chief of Staff, met in August but had not re-convened at the time of this board meeting. Sandi Leavitt has spent time researching the matter and compiled DoD and Navy directives as well as Naval Academy and NWC public release policies which she sent to the Chief of Staff. These docs have since been posted on the blackboard site.

Claudia Luhrs noted that she recently encountered a situation where her publication was reviewed by Patti Hirsch. Patti Hirsch called attention to an official instruction regarding the review of publications. The instruction is very difficult to implement in an academic institution such as NPS. The instruction stated that the only publication that didn’t need to be reviewed was one that was being kept internally.

Due to recent discussion on this matter, the NPS legal counsel and Contracting Officer are reviewing how a publication page charge is procured. In the past it was done by credit card as most charges were under $2500. It is now thought that all publication page charges should be done as a contractual procurement as they have terms and conditions associated with them. The process is at a standstill due to the lack of an official policy. There needs to be a meeting with the Legal Office so that there can be clarification of the issues.
It was noted that there are clear guidelines for publishing something out of classified research. Extensive training is given to those dealing with classified research. Dr. Paduan explained that there is a middle area that can be problematic. The matter is tabled for further discussion at a later date.

**DISCUSSION**

**KFS Changes Demonstration**

Dr. Paduan thought it would be beneficial for a KFS demo in order to demonstrate some of the reports available in KFS. Dr. Newman graciously accepted the role of demonstrator. He informed the board that Amela Sadagic also sits on the KFS CCB and is very knowledgeable on the system.

Dr. Newman noted that KFS is more accurate and timely than it has been in the past. He brought attention to the main page where a text box entitled; “Message of the Day” announces updates such as the current status of KFS functionality and labor charges. A point was made that those with substantial labor charges from the last two pay periods will have to carefully manage their PI indirect accounts.

PI Indirect is only available for PIs of reimbursable research and will be reviewed in FY13 for appropriate rates in the future. Currently ~16% is the amount of indirect recovery from reimbursable research that is returned to the PI.

A board member offered his JON in order to aid the demonstration. Dr. Newman displayed the ease with which one can search for a JON by department or PI name. KFS allows for total transparency and utilizing the “Search” function allowed him to locate the PIs JON.

What about an account that rolls over the FY boundary and doesn’t expire for a few months? There is no report to glean how much of the PI Indirect will roll over but the Comptroller will complete the rollover action. Danielle noted that the PI will be allocated 50% of the PI indirect expected to rollover until the final indirect has been run. The final indirect will most likely be run after the start of the calendar year due to changes from supplementals and corrections. There should be a modified system that would allow the PI to go slightly into the red if the PI can show there will actually be enough money to cover the charges. In the past, an advance was made based on the SPFA projection of what was to be accrued.

There was some discussion regarding the consistency of numbers across the various systems (STARS, FastData, KFS, DMAS). In order to review the reported balances the user must go to the “Reporting Menu” and click on “Master Reimbursable Reconciliation Reports”. This allows the user to view the current balances in all systems. Next year, FastData will be controlled to the bottom line number. Only one authorization will be
placed in FastData (FastData is the transport into STARS). Many financial transactions are required to be entered manually into both FastData and KFS. “FastData to the desktop” is an effort by the Comptroller to deploy the manual entry of transactions into FastData to the departmental and PI support personnel.

It is important for the Research Board to be knowledgeable about the workings of KFS in order to better serve the interests of the research community. It was proposed that Amela Sadagic, a KFS CCB member, be added to a future Research Board agenda in order to keep all appraised of current issues regarding KFS.

**IDCFE Overview**

CDR Unrein joined the Research Board meeting in order to provide a brief overview of the IDCFE and gain insight on possible future interactions with the center. The Navy Information Dominance Center is at NPS to promote Navy Information Dominance. It is a two-year old construct that the former Chief of Naval Operations, ADM Roughhead, created. Within Information Dominance there are Information Warfare, Meteorology, Oceanography, Naval Intelligence and the Space cadre. All those different communities have come together to form their own consortium. The IDCFE is interested in coordinating and streamlining research interests for Navy Information Dominance. A draft message, from Navy Cyber Forces Command, was distributed to the Research Board. This message will be sent to the Fleet.

There is an institutional process in place with ONR and SPAWAR. The challenge is connecting the Fleet with the students at NPS. There is a desire to foster communication between the Fleet’s need, what the IDCFE students are interested and capable of doing, and what the NPS faculty are interested and funded to do. The end result would hopefully generate thesis and research topics that are operationally relevant. CDR Unrein asked for the Research Board to assist with connecting the Fleet with the NPS faculty and funding. Dr. Paduan noted that it would be helpful for campus MILFAC to take on the role of assisting in the communication and translation of needs. Another board member mentioned a model wherein a block of money be given to NPS. There could then be an “in house” call for proposals and the money doled out at the discretion of an appointed committee.

There is an Information Dominance website on Sakai that provides additional information. Access to the site can be granted by requesting permission from CDR Unrein. Socializing the website and the IDCFE could be done through the Research Board as they are the conduit to other faculty. Dr. Newman proposed that CDR Unrein write up a brief narrative on the IDCFE which the board members could then distribute. Another board member suggested that CDR Unrein refrain from using the language “Thesis Topics”. This phrasing can be limiting as a particular problem may not constitute a thesis. The use of an overarching phrase such as “Research Topics” would be a better option.

Meeting adjourned at 4:26PM