Meeting Minutes
Research Board

Date: 26 FEB 2015
Time: 1500 - 1630
Location: MAE Conference Room

Present:

Jeffrey Paduan, Dean of Research
Kevin Wood, Associate Dean of Research
Debbie Buettner, RSPO
John Morgan, MOVES
Robert Harney, SE
Claudia Luhrs, MAE
Qing Wang, MR
Chris Twomey (for Clay Moltz), NSA
Pante Stanica, MA
Johannes Royset, OR
Timour Radko, OC
James Newman, SSAG
Eva Regnier, DRMI

Not Present:
Frank Barrett, GPPAG
Thomas Herbers, UW
Mark Nissen, IS
Mark Aparicio, Meyer Institute
David Tucker, DA
Uday Apte, GSBPP
Duane Davis, CAG
George Dinolt, Cebrowski Institute
Kevin Smith, PH
Phil Pace, ECE
Geoffrey Xie, CS

COMMUNICATIONS

Announcements

Col McCarthy opened the board meeting with an update on general announcements. Debbie Buettner was appointed the new Director of Research and Sponsored Programs. The Naval Research Working Group (NRWG) will be executed 31 March – 3 April. Currently, there are twelve sponsors from the USN and Marine Corps that will be attending. Both the Navy and Marine message admins have been disseminated. This is
the second year the event will take place. There is a draft charter in process that would place the executive agency of the program to the president, which would fall under the umbrella of the Chief of Naval Research.

FTE

There is no update on this item. A meeting was scheduled in DC, but that was cancelled due to inclement weather. The meeting is set to be re-scheduled for a future date. The question is, “What is the mission/scope of the campus?” President Route is starting to view the topic from that standpoint and has begun to embrace CHDS and Homeland Security center. A number of NPS graduates led efforts after such events as the Boston Marathon Bombing, the Navy yard shooting and the landslide in Washington State. The intent of highlighting these events is to demonstrate the connection between the nation and the value of our programs.

NPS still suffers an inability to hire as our employee numbers indicate the school is over its authorized capacity. NPS has been told it is over executing when in fact the school is under executing for the mission range that was previously outlined. It is a mission question – do we do joint education? Do we do total force? Approximately 400 civilian Navy DoD employees have been added since the last end strength number was given. There are varying opinions in the Pentagon regarding the NPS mission. The uncertainty and delays have led to many employees leaving NPS which often leaves gaps that cannot be filled due to hiring restrictions. Currently, there are approximately 1030 employees onboard at NPS, but that number does not represent the full time equivalent (FTE) number. In terms of FTE, NPS is under 1000, but above the current authorization of 884 personnel. Every function continues to operate while undermanned.

Plans for External Research Advisory Panel (RAP)

While the Naval Research Program has continued to stabilize over the past year, a number of Navy leaders have become involved with the program and NPS. Mary Lacey; one of those leaders, is a Deputy Assistant Secretary for R&D, but is also a sponsor for MOVES and SE curricula on campus. She has a unique position being the head of NRL labs as well as the sponsor for some of NPS curricula. She is familiar with NPS and suggested to ONR that NPS stand up an external research advisory panel. That panel would have a function different from the Research Board. That panel would report to the Navy instead of President Route. The group would be comprised of individuals who are familiar with research. Dr. Paduan met with Walter Jones, civilian lead at ONR, to discuss the panel. The panel would look at the NPS portfolio of activities and decide whether it matches the curricula of expertise needed. They could make recommendations such as possible future hires needed in a particular area. The panel would likely become a sub-committee that would report to our campus Board of Advisors. While it may add another level of bureaucracy, it would involve people who are research oriented without any kind of manpower agenda. If any board members have any recommendations for high level individuals for the panel, please send an email to Dr. Paduan. It is important to have a group that is representative of the different areas of study on campus. Please note
that panelists from the government are preferred as it is hard to get someone outside due to Federal Advisory Committee Act (FACA) laws.

IDIQ Contract Support Update

The IDIQ was recently discussed at the Deans and Chairs meeting. Many have doubts that the IDIQ will ever be processed. As it stands, it will not be done by April as originally stated. The deadline has been extended by approximately six months. The contract is sitting with the Office of the Undersecretary of Defense for Acquisition, Technology and Logistics.

Dr. Paduan is unaware of the reason the IDIQ contract is currently with that person. Patty Hirsch never mentioned this was part of the process. Due to the dubious execution date of the IDIQ, other options are being reviewed. There are analogues to our IDIQ contract that currently exist in the system. When their SOWs overlap with our project reasons, NPS is allowed to use those vehicles.

A board member questioned if NPS would get a program management officer. Col McCarthy notified the board it will likely be CAPT Bischoff. He is not a contracting officer, but he will get a Lieutenant Commander to augment him in that role. San Diego is supposed to send a representative to the group to help manage. It is not known if Patty Hirsch will work with them or under that office.

Dr. Buettner has used one of those vehicles recently with Georgia Tech and found it quite useful. Georgia Tech is funding a project under the Field Experimentation group. This action falls under the MIPR category.

DISCUSSION

NRC Post-Doc Program Rules/Regulations/Limitations

The program continues as it has for several years, but there are less than two years left on the contract. NPS will be at risk for not having the program as a contract action needs to take place to re-initiate. RDT&E funding will need to be sent to the NRC so that the post-docs can be paid. One issue is the method in which the post-docs are paid. NPS sends the money up front and it is charged “first in/first out.” This method does not necessarily align with the work hours of the post-doc. Money can sit for quite a while and then be charged quite quickly vs being linearly invoiced against an account. This has caused a number of problems for people. Government agencies are requiring execution proof and not just obligation proof to show that money was spent. DFAS is in charge of invoicing, but there doesn’t seem to be a set schedule when those are completed. Kevin Little informed Dr. Paduan that there is nothing NPS can do to change that process. In an increasing number of cases, execution data is needed before funding for the following year can be sent.
The change in availability of funding for post-docs is one of the largest issues. School money cannot be used for the contracts as it requires RDT&E funds. Using school money on the contract is illegal. Indirect can be used as RDT&E money, and was previously used to subsidize this program, but the restrictions on indirect have increased. It was determined that it cannot be used for this program anymore. Advisors are now seeing a raise of $12,000 in post-doc costs, as this fee was previously paid by the Research Office, with indirect funds.

Another challenge is that without institutional funds, NPS cannot give offers to new post-docs without at least one year funding on campus. There is a limit of 28 on the contract, but are currently down to 21 post-docs. It should be noted that funding from multiple projects can be used to fund a post-doc.

Data Accessibility Requirements

Kevin Wood supplied the board with a draft instruction to respond to the Office of the Undersecretary of Defense for Acquisition, Technology and Logistics. The draft will be posted on the Research Board sakai site. The instruction has highlighted words that need to be defined. DoD instruction says to send the peer reviewed manuscript to DTIC. By this definition, it means the final version of the paper that was accepted by the publisher. Within 12 months, the author has to send the electronic copy of the actual paper to the library for posting to DTIC. Data and samples have also been requested. If it is a huge dataset, the hope is that there is an existing storage repository within the field (ie. Meteorology).

Eventually, every research proposal will need a data management plan. Claudia Luhrs questioned if this can be waived if the data is already published in an open source. Kevin Wood informed her that he will look into this further, but he believes the data will still need to be sent to DTIC, via the NPS library. Dr. Newman requested information on the effective date for this instruction. The DoD and Navy have not yet interpreted this instruction yet and the goal is for NPS to get ahead of the curve by anticipating what they will request. The Dudley Knox Library has been incredibly helpful in organizing, collecting and sending data to DTIC.

COEUS Proposal Routing Update: Interim Electronic Submission Procedures

Debbie Buettner projected that the actual launch of COEUS will happen in a few months. There have been some small delays in the form of contracting issues and staffing shortfalls. The proposal development module has been the priority for launch. It is in the final stages before launch and a training version has been populated with data. ITACs is working on a log in interface. RSPO will be launching in-house and simultaneously have small beta groups begin to use COEUS.

The heaviest users will be the Research and Sponsored Programs Office administrators. June is the potential roll out date for the program if all testing goes well. Dual entry will need to be done by the RSPO. This dual entry has added additional workload to the office
and they have requested that electronic submissions of proposals be mandatory. Electronics submissions mean that the quality of the proposal will not be compromised during the scanning process. The electronic submissions are due to start at the end of March. Proposals can be sent to proposal@nps.edu and there is a preferred format for the subject line.

Dr. Newman noted that it would be helpful to have one log-in for both KFS and COEUS. Currently, there are a number of systems that require log-in and ultimately it can be time consuming and inefficient. Debbie Buettner responded that having one log-in for both KFS and COEUS is the goal. There are ongoing discussions with ITACs regarding this issue.

There will be a combination of brown bag lunches, training sessions and a training manual available for end users. End users will also be able to track the routing of their proposals.

Special Announcement

Kevin Wood announced his retirement effective at the end of this quarter. He has dedicated 32 years of service to NPS and will be greatly missed.