

KSURSF Board Meeting Minutes
June 16, 2015

Attendees: Ken Harmon, voting member; Charles Amlaner, voting member; Flora Devine, voting member; Mark Anderson, voting member; John Salerno, voting member; John Marshall, voting advisor; Anna McCoy, KSURSF accountant (non-voting); Carolyn Elliott-Faring, non-voting secretary.

The meeting was called to order at 2:11 PM.

1. Approval of minutes of previous meeting, 21 November 2014. The minutes were approved.
2. Resolution to accept all SPARC assets and liabilities. The Board approved a resolution to accept into KSURSF all SPARC assets and liabilities. The resolution is attached.
3. Resolution to support OWL Radio. The Board approved a resolution to provide \$500 to support OWL Radio. The resolution is attached.
4. FY 14 Audit. There were no audit findings and the Board approved the audit.
5. FY 16 Budget. The draft budget was approved and attached. The Board discussed KSURSF's insurance and suggested that we add libel, copyright infringement, general IP indemnity insurance. The Board also suggested that we do a gap analysis of KSURSF's insurance needs.
6. KSURSF and SPARC consolidation update. Management briefed the Board on the steps it was taking to transfer all SPARC awards to Kinship in the future that could be used for other research expenses such as startup funds for new faculty. The OVPR grants are state funds and not managed by KSURSF. KSURSF is a support service and KSURSF funds could leverage the OVPR funds to provide additional support. (2.3(e)-1.7(d)-2.33). J 1.22(o)9 Td ()

BOARD OF DIRECTORS

KENNESAW STATE UNIVERSITY RESEARCH AND SERVICE FOUNDATION, INC.

RESOLUTION TO ACCEPT INTO KSURSF

KSURSF MANAGEMENT AND GENERAL BUDGET

	FY 15 Budget	FY 15 Actuals	FY 15 Variance	Proposed FY 16
Revenue				
Sales and Service	0.00	0.00	0.00	0.00
IP Royalties	0.00	676.26	676.26	0.00
Contribution	0.00	0.00	0.00	0.00
Indirects	125,000.00	127,625.68	2,625.68	125,000.00
Interest Income	6,000.00	2,588.71		5,000.00
Management Fee	25,000.00	45,430.07	20,430.07	25,000.00
Total Revenue	156,000.00	176,320.72	20,320.72	155,000.00

Expenses				
Accounting Fees	5,000.00	1,002.00		2,500.00
Audit & Tax Prep	18,000.00	18,249.40	249.40	20,000.00
IT Services	2,000.00	750.00		500.00
Legal Fees (IP Development)	70,000.00	52,628.00		70,000.00
Consulting Fees	0.00	87.95	87.95	500.00
Professional Dues & Memberships (UCRF)	1,250.00	99.00		1,250.00
Materials & Supplies	1,000.00	1,516.84	516.84	1,500.00
Non Capitalized Equipment and Furniture	10,000.00	13,596.30	3,596.30	1,000.00
Licenses & Permits (SAGE financial software)	1,000.00	0.00		500.00
Travel	2,400.00	731.44		2,400.00
Catering/Meals (annual faculty grants reception, networking)	3,000.00	3,078.11	78.11	3,500.00
Reimburse KSU Licenses Permits	0.00	0.00	0.00	
KSURSF Indirects	0.00	0.00	0.00	
Management Fee	0.00	0.00	0.00	
Registration Fees (second attendee to UCRF)	750.00	0.00		750.00
Gifts	150.00	202.34	52.34	250.00
Insurance	3,500.00	3,345.00		5,000.00
Miscellaneous	5,000.00	85.96		5,000.00
Bank Fees	6,500.00	4,172.59		6,500.00
Credit Card Fees	500.00	592.30	92.30	1,000.00
Depreciation	0.00	529.22	529.22	
Total Expenses	130,050.00	100,666.45		122,150.00

Carolyn Elliott-Farino:
ice machine repair

Carolyn Elliott-Farino:
increased check-writing

Carolyn Elliott-Farino:
3838.72 ice machine
9757.58 office signage

Carolyn Elliott-Farino:
additional 700 expected

Carolyn Elliott-Farino:
paid by SPARC for Russ

Carolyn Elliott-Farino:
anticipate additional
coverage need --
professional liability -- no
quote yet

Increase (Decrease) in Net Assets FY13	25,950.00	75,654.27		32,850.00
Beginning Net Assets	67,702.42	67,702.42		93,652.42
Ending Net Assets	93,652.42	143,356.69		126,502.42

KSURSF CONSOLIDATION UPDATE

Changeover from SPARC to KSURSF Betsy Adams is working on these

- x Department of State (2 awards)
- x GDOT – we will do a broad agency agreement
- x NRC
- x U Cincinnati
- x U Tennessee

NSF: KSURSF needs to pass resolution to accept assets and liabilities (required documentation) – then we need to submit a number of documents to NSF:

1. An authenticated copy of the instrument effecting the transfer of assets; e.g., bill of sale, certificate merger, contract, deed, agreement, or court decree.
2. A list of all affected awards.

OVPR GRANTS

FY15

- x 31 proposals received
- x 1 not eligible (not tenure track faculty)
- x 30 proposals reviewed by grantive multidisciplinary faculty review panel:
 - o Ana-Maria Croicu, Mathematics (CSM)
 - o Katie Ingram, Exercise Science (WellStar)
 - o Charlease Kelly Jackson, Science Education (Bagwell)
 - o Catherine Lewis, MARB and History (MARB)
 - o Marcus Marktanner, Conflict Management and Economics (Coles College)
 - o Terry Powis, Anthropology (CHSS)
 - o John Salerno, Biotechnology and Biology (CSM)
- x 10 awards to 11 faculty made in round one (\$100,881)
- x 10 awards to 13 faculty made in round two (\$116,735) with additional funding provided by president and provost
- x GRAs were also provided to recipients that requested them

Research Talks! Symposium

- x Held on 21 May 2015 from 10-12 at KSU Center
- x All FY 13 and 14 recipients invited to participate
- x 5 faculty volunteered to present their OVPR projects:
 - o Michael Van Dyke
 - o Marcus Davis
 - o Jared Tagliatela
 - o Greg Rushton
 - o Scott Nowak (unable to attend due to family emergency)
- x Small but interested crowd attended
- x Lunch provided
- x Will repeat next year with lessons learned from this year (larger audience, greater diversity of projects, shorter presentations, poster sessions, etc.)

Previous Awardees

- x No report available at the moment, but OR Preaward Assistant Director, Natasha Stark, has been meeting with previous recipients to discuss strategy and proposals