Administrative/Support Functions & Costs Task Force 2016

Office of Research Services Task Force

10/10/16 Dental Building 3117A 12:00PM-1:45PM

Attendance: Dr. Anil Kumar, Dr. Mark Hecker, Dr. Thomas Menees, Dr. Sarah Dallas, Dr. Jeffrey Rydberg-Cox, and Ms. Laura Crystal

Not in Attendance: Dr. Kenneth Schmitz

Agenda:

Assign interviews from committee’s list

Discuss VCR Document Summaries

Interviewing ORS staff members

Interviewing previous faculty members

Assigned interview from committee’s list of faculty:

List in Appendix A.

VCR Document Summary:

Committee discussed further questions they had for the VCR. Appendix B.

Interviewing ORS staff members

Committee discussed two dates to interview the ORS staff on main campus. November 11th or 15th. Once a date is chosen by the VCR, committee members will be expected to attend as much on that day as possible. Tom Menees will try to find 2 rooms in SBS to interview staff members simultaneously.

Interviewing previous faculty members:

Laura will be sending out Doodle to try to find a few dates to do this. There are 5 previous faculty members to interview via skype or in person.

Volunteer Interviews

Sarah Dallas asked that all committee members try to control bias as much as possible during interviews. In the summary, please give a balanced report of what the interviewees said including both positive and negative comments.

Next Steps:

The next meeting will be October 24th in the same room, Dental School 3117A at 12:00-2:00pm.