

**Minutes
PRESIDENT'S COUNCIL
November 2, 2005**

PRESENT:

President F. Ann Millner
 Vice President Norm Tarbox
 Provost Michael Vaughan
 Vice President Vicki Gorrell
 Interim Vice President Toni Weight
 CIO Don Gardner
 Forrest Crawford
 JoAnne Robinson

GUESTS:

Chris Millard
 Jim Hutchins
 Cherrie Nelson
 Stan Greenhalgh
 Steve Nabor
 Nancy Emenger
 Kevin Hansen
 Jim Harris
 Sandy Sowerby
 Robb Alexander
 Robert Brengman - Corbin Design

Minutes

1. The meeting convened at 8:00 a.m.

2. The minutes from the October 19, 2005 meeting were approved.

Consent Calendar

3. The following Consent Calendar items were approved:

(Department Chair Appointment)

Cliff Nowell, Economics, 3-year term, beginning July 1, 2006.

(Phased Early Retirement)

Gordon James, Health Promotion & Human Performance, beginning June 30, 2006.

(Early Retirement)

Stephen Kent Paskins, Program Administrator, Continuing Education, beginning February 6, 2006.

Office of Sponsored Projects Policies

4. Chris Millard reviewed newly revised policies governing the administration of sponsored projects. The following old policies will be deleted:

PPM 4-25 Processing Grants and Contracts Documents

PPM 4-26 Indirect Costs (Overhead) for On- and Off-Campus Activities

PPM 4-27 Property Acquired Through Government Grants or Contracts

PPM 4-28 Reallocation or Disposition of Surplus Departmental Equipment

PPM 4-30 Seed Money

PPM 4-31 "Preliminary" Proposals

PPM 4-32 Approval of Sponsored Project Contribution or Matching Funds

PPM 4-33 Time and Effort Report

PPM 4-34 The Relationship Between the Office of Grants and Contracts and Other University Offices.

They will be replaced with the following new policies:

- PPM 4-25 Roles and Responsibilities of the Office of Sponsored Projects
- PPM 4-26 Facilities and Administration (F&A) Costs (Commonly Called Indirect Costs)
- PPM 4-27 Processing and Management of Office of Sponsored Projects Documents
- PPM 4-28 Cost Sharing or Matching Funds
- PPM 4-29 Preliminary Proposals
- PPM 4-30 Time and Effort Reports
- PPM 4-31 Property Acquired Through Government Grants or Contracts
- PPM 4-32 Conflict of Interest For Sponsored Projects
- PPM 4-33 Scientific Misconduct
- PPM 4-34 Human and Animal Subject Research
- PPM 4-35 Intellectual Property (Copyright, Patent)

ACTION

President's Council approved the recommended changes to the Office of Sponsored Projects policies. These policy changes will be presented to the Board of Trustees for their approval on November 8.

Conflict of Interest Policies and Procedures

5. VP Tarbox reviewed proposed changes to PPM 5-25h and the President's Council discussed the requirement to declare conflict of interest.

15-Passenger Van Follow-Up

6. VP Tarbox reported that the State is putting together a task force to review van usage. A meeting has been scheduled on campus to discuss the use of 15-passenger vans.

Non-Student Hourly Employee Benefits Pilot

7. VP Tarbox introduced a group working on a no-cost pilot program to provide benefits to non-student hourly employees. The benefits that could be offered would be use of PE facilities, discounts on university sponsored activities, library privileges, discounts at Wildcat Lanes and access to Career Services. It was pointed out that there is currently no way to customize what the Wildcard offers to individuals. The group will work with IT and student government to resolve problems.

Wayfinding Presentation

8. Robert Brengman from Corbin Design presented a plan to improve wayfinding signage on the Ogden campus. The information will be shared with other groups on campus and presented in open meetings on campus.

Minutes - President's Council

November 2, 2005

Next Meetings

9. The next meetings of President's Council will be as follows:

Nov 9	No Meeting		
Nov 16	No Meeting		
Nov 23	8:00-11:30 am	Business	Board Room
Nov 30	8:00-11:30 am	Business	Board Room