

KSURSF Board Meeting Minutes
November 21, 2014

Attendees: Ken Harmon, voting member; Randy Hinds, voting member; Charles Amlaner, voting member; Flora Devine, voting member; Mark Anderson (via SKYPE), voting member; John Salerno, voting member; John Marshall, non-voting advisor; Russ Hunt, observer; Mike Harders, observer; Anna McCoy, KSURSF accountant (non-voting); Carolyn Elliott-Farino, non-voting secretary.

The meeting was called to order at 10:10 AM.

Approval of minutes of previous meeting, 9 December 2013. The minutes were approved. The Board then discussed a replacement on the Board for Teresa Joyce who left KSU for the BOR; the Board decided to wait until the University has completed its search for her replacement. Because the Faculty Senate has not appointed anyone to the Board per the Bylaws, John Salerno was asked to draft qualifications which the Board will use to ask the Faculty Senate to select someone.

Annual Conflict of Interest Disclosure Forms. The forms were collected.

Draft FY 14 audit. There were no findings on the draft audit. There was a brief discussion about continuing to use our current auditors, Mauldin and Jenkins, and the consensus was that KSURSF should go back out to market every three – five years. Therefore, KSURSF can stay with Mauldin and Jenkins for another one - two years.

FY 15 KSURSF budget vs. actuals. The Board reviewed the FY 15 budget expenditures.

Active KSURSF awards. Office of Research staff introduced the Board to KSU's electronic grants management system called *SmartGrant*. At this time, all proposals are processed through SmartGrant. The December 2014 board meeting is the last meeting before KSURSF consolidates with SPARC, the SPSU Applied Research Corporation, and OR staff presented a project report as a snapshot of where we are before the consolidation. KSU had \$11.5M in annual expenditures and SPARC had \$2.5M.

The Board discussed increasing KSURSF's license for SmartGrant due to the consolidation and increase in employees. (Update 6/15/15: We are in the process of obtaining an additional license.)

Flora Devine asked about our growth compared to other institutions. Carolyn Elliott-Farino mentioned that we are looking into this with peer and aspirant institutions and will present the

results once they have been analyzed. Mark Anderson said that setting goals for extramural funding would be a good idea.

Flora had a follow-up question: what is the role of the KSURSF board in setting goals? The CEO and chair, Ken Harmon, said that the Board should be more active and drive KSURSF's mission to be more strategic with Intellectual Property. A suggestion was made to plan a retreat for the Board to set goals. Russ, Flora, and Carolyn were asked to organize this.

Mark suggested that KSURSF could contribute with faculty start up packages to recruit faculty. (CSM needs more than \$40-50K to compete for good faculty.) The Graduate College could provide a GRA immediately to a new faculty member.

John Salerno reminded the Board that starting PhD programs in NSF disciplines (STEM, social sciences) will eventually eliminate KSU's eligibility for RUI grants, and until KSU has additional PhD programs, we won't be competitive. Based on existing programs (two PhDs, one in political science and one in statistics) and reasonable graduation projections, we have about a seven year horizon to get people ready for not being eligible for RUI grants so we need to start planning for this now.

FY 15 OVPR Pilot/Seed Grant Update. Carolyn gave an update on the FY 15 OVPR pilot/seed grants competition.

Update on IP activity. Charlie Amlaner gave an update on IP activity. Related to the discussion, someone inquired about KSU student email addresses and whether they are subject to Open Records request. Because the addresses are not in the directory, they are not part of Open Records.

Update on Sing With the Best, Adam Kirkpatrick. Music professor Adam Kirkpatrick, who has IP with KSURSF, has resigned from KSU. Questions arose about his status vis-à-vis KSURSF and whether KSURSF can continue to work with him. The Board decided that KSURSF could continue to work with Kirkpatrick.

Update on New Echota Biotechnology. NEB has five orders in various stages and expect to have \$20-25K in sales by the end of the year. They submitted a Small Business Innovation Research (SBIR) proposal in April 2014 that was nearly funded. (Update 6/15/15: NEB resubmitted the proposal in December 2014 and it has just been funded.)

Resolution to accept all SPARC assets. The SPARC Board voted to dissolve when the time comes. Flora asked about SPARC's liabilities since KSURSF's resolution didn't include liabilities. The Board will vote on the resolution to accept all SPARC assets and liabilities once

the resolution has been revised. In the interim, the KSURSF Board decided that the SPARC Board should not include any KSURSF board members; this would keep it as an arm's length transaction.

Resolution to offer non-voting position to Russ Hunt. This was approved.

Resolution to offer non-voting position to Michael Harders. This was approved.

Resolution to support OWL Radio. The Board agreed that support of OWL Radio would be part of KSURSF's mission because OWL Radio is a student group of the institution that KSURSF supports. The Board approved the concept subject to a final vote pending revision.

Discuss transfer of ELS SPSU/SPARC English language contract to KSURSF for management until the contract ends o/a April 30, 2016. Charlie provided an update on the ELS contract on the SPSU campus. A number of questions surround this contract (the contract would be in competition with DGA's IEP, e.g.) which runs until April 2016. Russ Hunt was to set up a conversation with ELS. A motion was passed that would allow the transfer of this contract to KSURSF if possible.

Report of the Chairperson. NA

Reports of other officers. Charlie reported that there was interest from a second company in incubator space; that Culinary Services was working with Elke Leeds to develop website payments; and that the University was hoping to work with Maximus to revise KSU's F&A rate and also obtain an effort reporting package (Update as of 6/15/15: an RFP was issued and Maximus was selected; implementation is just starting.)

Adjournment. There being no other business, the meeting was adjourned at 12:10 PM.

BOARD OF DIRECTORS

KENNESAW STATE UNIVERSITY RESEARCH AND SERVICE FOUNDATION, INC.

RESOLUTION TO OFFER NON-VOTING POSITION TO RUSS HUNT

WHEREAS the Board of Directors of the Kennesaw State University Research and Service Foundation recognizes the importance of collaboration and professional relationships;

WHEREAS the Chief Operating Officer of the SPSU Applied Research Corporation is Ruston M. Hunt;

Now therefore be it resolved that:

The Board of Directors of the Kennesaw State University Research and Service Foundation offers a non-voting position on the KSURSF Board of Directors to Ruston M. Hunt.

Date of Resolution Approval: 11/21/15

BOARD OF DIRECTORS

KENNESAW STATE UNIVERSITY RESEARCH AND SERVICE FOUNDATION, INC.

RESOLUTION TO OFFER NON-VOTING POSITION TO MICHAEL HARDERS

WHEREAS the Board of Directors of the Kennesaw State University Research and Service Foundation recognizes the importance of collaboration and professional relationships;

WHEREAS the Vice President of University Advancement & Development at Kennesaw State University is Michael Harders;

Now therefore be it resolved that:

The Board of Directors of the Kennesaw State University Research and Service Foundation offers a non-voting position on the KSURSF Board of Directors to the current Vice President of University Advancement & Development at Kennesaw State University Michael Harders.

Date of Resolution Approval: 11/21/14