

BOARD OF VISITORS
Research and Technology Committee Meeting
September 4, 2009
Board of Visitors Conference Room
8:00 a.m. – 9:00 a.m.

MINUTES

Mr. Henry D. Light, Chairperson, called the meeting to order at 8:00 a.m. Roll call indicated that the following Committee members were in attendance and a quorum was present:

Committee Members Present:

Mr. Henry D. Light, Chairperson
Mr. Gary T. McCollum
Mr. Bobby Vassar

Members of NSU Staff Present:

Dr. Joseph C. Hall, Interim Vice President for Research & Economic Development
Dr. Carolyn W. Meyers, President
Dr. Govindarajan T. Ramesh, Interim Associate Vice President for Research
Ms. Shawkita K. Harris, Office Manager for Research & Economic Development
Ms. Margaret Massey, Associate Vice President for Technology
Ms. Paula R.D. Shaw, Director, Office of Sponsored Programs
Ms. Annemarie Delgado, Senior Grants Administrator, Office of Sponsored Programs
Ms. Cynthia Duhe' -Harris, Prospect Researcher, Office of Sponsored Programs
Ms. Adrienne Washington, Administrative Specialist, Office of Sponsored Programs
Ms. Paula Thompson, Legislative and Community Liaison, Office of the President
Mr. Shelly Thomas, Fiscal Officer, E²F
Mr. Terry Stokes, Acting Executive Director, E²F
Ms. Pam Boston, University Counsel
Ms. Paige Tommaso, Legal Assistant to University Counsel
Ms. Sharon Hoggard, Interim Executive Director, Communications & Marketing
Ms. Terricita Sass, Interim Executive Director, Enrollment Management

Other Board Members Present:

Ms. Virginia M. Board
Mr. Willie L. Brown
Mr. Edward L. Hamm, Jr.

Committee Members Absent:

Mr. Howard P. Kern

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1. Approval of Minutes

Mr. McCollum noted two items from the May 8, 2009 minutes needed to be updated:

- Ms. Pam Boston, University Counsel needed to be added to the NSU Staff present list.
- The date heading on pages 2 – 7 needed to be changed from March 20, 2009 to May 8, 2009.

With the revisions being made.

Mr. Henry D. Light motioned, seconded by Mr. Vassar and unanimously voted by the Research & Technology Committee to approve the minutes from the May 8, 2009 meeting.

2. Discussion Items

Dr. Hall began a PowerPoint presentation which included discussion items of the following Research updates:

A. Research Update

OSP Updates – Dr. Hall

Dr. Hall said that the Office of Sponsored Programs is serving as a catalyst for the management and implementation of several new initiatives specifically designed to position Norfolk State University for a more competitive stance.

Dr. Hall gave an update on the strives that have already been made:

- Identifying promising grant programs for researchers to pursue,
- Identifying partners' interests and NSU researcher's skills to promote partnerships.
- Working with college and school Research Coordinators in supporting faculty efforts within their respective units, to assure more demand responsive operations,
- Supporting submission requirements for a wider variety of sponsors, both the more traditional sponsors with a history of supporting NSU and other Historically Black Colleges and Universities (HBCUs), and a full range of new potential sponsors, to significantly increase the number of proposal submissions,
- Responding to the emerging opportunities associated with new programs of the American Recovery and Reinvestment Act of 2009 (ARRA)—the new stimulus funding programs.

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- Assuring program timelines including more rapid starts and more timely reporting and program close-outs,
- Monitoring program spending on a program-by-program basis, assuring more timely use of awarded funds, and thereby reducing the rate of funds being returned to sponsors.
- Coordinating efforts among internal entities to more efficiently and effectively administer programs.
- Organizing on campus and outreach efforts with partners and potential partners, to demonstrate NSU's research acumen.
- Negotiating agreements (MOAs, MOUs, Teaming Agreements, Non-Disclosure Agreements etc.) and a wide variety of other legal instruments to facilitate partnering efforts.
- Reworking many policies and procedures in order to work more efficiently.

Dr. Hall also presented 4 graphs with the following information:

- University-wide Proposal Submissions for Fiscal Years (FY) 2004 - 2005 through 2008 - 2009 and Projections for Fiscal Years 2009 - 2010 through 2013 - 2014
- Sponsored Program Award Amounts for Fiscal Years (FY) 2004 - 2005 through 2008 - 2009 and Projections for Fiscal Years 2009 - 2010 through 2013 - 2014
- Sponsored Program Expenditures for Fiscal Years (FY) 2004 - 2005 through 2008 - 2009 and Projections for Fiscal Years 2009 - 2010 through 2013 - 2014
- Indirect Costs Actualized for Fiscal Years (FY) 2004 - 2005 through 2008 - 2009 and Projections for Fiscal Years 2009 - 2010 through 2013 - 2014

Mr. McCollum suggested that OSP track how many proposals are being submitted at comparable Universities. He also stated that he would rather see less proposals being submitted that are qualified than a large number of proposals being submitted.

Mr. Light and Mr. Vassar agreed.

Dr. Hall said that he will look into other Universities and their proposal submittal rate.

Dr. Hall presented a PowerPoint presentation introducing NSU's Technology & Business Innovation Center:

Why an Innovation Center?

Consider the following key findings of Molnar (NBIA 1997) that are based on a survey of 126 incubator firms from 1990 to 1996:

- Business incubation programs help companies create an average of 13 jobs per firm.

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- Incubator companies experience very healthy growth. The companies registered annual full and part-time employment growth per firm of 3.7 percent.
- Business incubation programs produce graduate firms with high survival rates. All types of incubation programs reported high average survival rates for graduates: technology (90 percent), mixed use (86 percent) and empowerment (87 percent).
- More than 80 percent of incubator clients successfully transition from the incubation program to the community. Clients normally graduate within one to five years. Firms on average spend 2.3 years in an incubation program. Most firms that graduate from business incubators remain in their local communities (84 percent).
- Incubation programs contribute to their client companies' success and expand community entrepreneurial resources. Sixty-six percent of incubator companies rated the incubator to be important or very important to their success.
- Incubators have been used successfully to transfer technology from university and corporate laboratories, revitalize inner city communities, diversify rural economies, and encourage homegrown job creation.

What Will the Center Provide?

- Resources
 - Government, Grant writing, Marketing Professionals
 - Accounting, HR Services
 - Access to prototyping companies
 - Shell Company
- Network
 - Hampton Roads Technology Council
 - +100 Technology Companies
 - +400 Individual Members
 - Hampton Roads Technology Incubator System
 - Hampton Technology Incubator
 - James City County Technology Incubator
 - More than \$230M in annual revenue in 11 years

The Goal:

- To Earn Norfolk State University and its Professors Additional Revenue Streams from Intellectual Property

Dr. Meyers surprised Dr. Hall with a special thank you for all of his hard work with proposals and grants. She also presented him with an award from the HBCU Conference she attended last week in Washington, D.C.

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The award was from the, Office of the Director of National Intelligence and it recognized Norfolk State University for completion of grant period, academic years: 2005 – 2006, 2006 – 2007 and 2007 – 2008, “for embodying the true spirit of collaboration through partnerships with the Director of National Intelligence and the intelligence community, furthering America’s national intelligence strategy to build intellectual capital.”

B. RISE Campus Update

Mr. Light requested for Mr. Stokes to present the RISE Campus Updates.

Mr. Stokes presented the Board with updates on the Enterprise and Empowerment Foundation and its Business Units.

E²F Updates – Mr. Stokes

- Annual audit by Goodman and Company, LLC is close to wrapping up
- Results slated to be presented to the E²F Board of Directors in September

E²F Real Estate, LLC– Mr. Stokes

- Continuing to coordinate with representatives of the City of Norfolk and the NRHA on the acquisition of outstanding parcels associated with Phases 2 and 3 of the RISE Campus.

E²F Housing I, LLC– Mr. Stokes

- Taking measures to maintain value of the primary asset, Spartan Suites
- Complete overhaul of the tenant lease to bring it in line with current law and to add clarity to tenant’s rights and responsibilities
- Implemented a new Code of Conduct for residents of Spartan Suites
- Improved lines-of-communication between the Foundation and relevant departments within NSU to better ensure the delivery of superior customer service to the tenants of Spartan Suites

E²F Broadband, LLC – Mr. Stokes

- Presently updating business plan for 2010 and beyond to allow flexibility in response to recent Federal and Commonwealth initiatives to stimulate the economy.
- For remainder of 2009, maintaining moratorium on taking on new clients to allow resources to better focus on delivering a high-level of service to our existing clients.

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Mr. Light asked, “how is the occupancy in the McDemmond Center, is it being utilized?”

Mr. Stokes replied, “I will answer generally and defer to my counterparts on the University side since it is a Commonwealth owned commodity.” He said that from his perspective, “I think we are getting to a point where there are going to be pressure points on the Commonwealth to convert the shell space into actual operable space.” Mr. Stokes said that with Dr. Hall successful working with Researchers to bring in a good number of grants, there will be a need for research space.

Mr. Light stated, “I know there are two arms, the University and E²F and we need to make sure that both are working together.”

C. Technology Update – Ms. Massey

Ms. Massey began a PowerPoint presentation of the following Technology Updates:

Security & High Performance Computing – Ms. Massey

- Implemented OpenDNS (domain name server)
 - Provides additional security against phishing scams and malware.
- Developed and finalized workflows and forms for new employees requesting access to NSU IT resources
 - In compliance with VITA requirements
 - Implement required proof of background checks.
- Connected Nauticus to NSU’s Internet2

Enterprise & Information Systems (EIS) – Ms. Massey

- Enhanced SpartanShield Features
 - Allows students to accept and reject financial aid awards and purchase commuter meal plans.
- Implemented the new Open Ticket Request System (OTRS) and provided training.
- Completed Phase II of Faculty Course Evaluation (FCE)
 - Enables faculty members to generate or review reports posted to the FCE System.

Academic/Student Technology Support Services – Ms. Massey

- Faculty BlackBoard Boot Camp
- Hosted the NSU Broadcast Camp
 - 27 local high school students, providing presentations and instruction in TV studio operations.

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- Completed 3 weeks of recording at NASA Langley
 - Pre-Service Teaching Institute that will serve as a marketing tool for the PSTI program as well as a documentation source for the grant renewal processes.

Server Support, Operations, & Infrastructure – Ms. Massey

- Deploying Microsoft Office Communicator and Microsoft Live Meeting
 - Provides faculty/staff Instant Messaging and Collaboration via the web.
- Support for New Student Union and Library
 - Coordination of data, telephone, and cable TV wiring

Client Services & Telecommunications – Ms. Massey

- Resolved over 2,895 customer service requests, May 2009 to August 2009.
- Refreshed two open access student computer labs with new state of the art Dell Optiplex 760 systems:
 - Library and Brown Hall
 - Reallocated those computers to residence hall labs to update equipment.
- Implementing new voicemail system.

3. Information Items

Executive Summary of Technology Reports – Ms. Massey

The Technology Report is located in the Research & Technology Committee's binders for Committee review.

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4. Adjournment

There being no further business, the meeting was adjourned at 9:10 a.m.

Respectfully submitted,

Joseph C. Hall, Ph.D.
Interim, Vice President for Research &
Economic Development

Mr. Henry D. Light, Chairperson
Research & Technology Committee