

Section Name	Session Info
<b>Session Date</b>	Jan 2018
<b>Session Name</b>	Faculty Administrator Collaboration Team (FACT)
<b>Point of Contact</b>	Mark Haselkorn and Dave Reed – Co-Chairs
<b>Working Group Activities/Outcomes/Progress to Date</b>	See below and session <a href="#">slides</a>
<b>Agenda/Discussion Points for this Meeting</b>	Agenda/discussion items for this session included: reviewing the purpose and intended goals of FACT; reporting on the development of a charter, Steering Committee and some initial stages of structure; reviewing what was discussed and learned in the first two FACT sessions; discussing initial work on quantitative and qualitative assessments related to how Faculty and Administrators collaborate currently; exploring how we can support the work of this group and develop future projects; and discussing alignment with other work of the FDP. This session included open dialogue with the attendees to continue the larger conversation and share feedback on this important topic.
<b>Key Decisions Pending</b>	Determination to be made relative to FACTs specific placement in the FDP structure and specific project, pilots or demonstrations that FACT will undertake.
<b>Participation</b>	The session was attended by approximately 80 individuals who included a mix of faculty and administrators. The session included very active audience participation
<b>Moving Forward Key Risks/Issues Identified</b>	The area of faculty and administrator collaboration is a large one and at this time FACT is still in its conception and infancy stage, fleshing out the landscape, areas that are ripe for discussion and action and how this group can best be formed to address and how best to approach the many possible activities.
<b>Meeting Summary</b>	<p>Summary items from discussion on initial FACT project relations to Qualitative and Quantitative assessment of faculty and administrator collaboration at institutions:</p> <p><b>Suggestions for Qualitative surveys</b></p> <ol style="list-style-type: none"> <li>1. How do faculty and administration work together to improve proposal success rate?</li> <li>2. Can we measure faculty satisfaction? <ol style="list-style-type: none"> <li>a. Partially covered in “probe questions” such as “which procedures work, which don’t”, and “how do you measure research success”</li> </ol> </li> <li>3. A primary concern is finding the best way for faculty and administration to communicate</li> <li>4. Younger more energetic faculty may have greater expertise in setting animal care/human subject policies</li> <li>5. What is the best model for faculty and administration collaboration on compliance?</li> <li>6. How do faculty and administration collaborate to optimize a training program? Could training faculty and administrators in teams be an option?</li> <li>7. Ask admins: What are faculty doing right/wrong; ask faculty: What are admins doing right/wrong?</li> <li>8. There is a third party involved: how do research admins and faculty feel about finance office??</li> <li>9. To what degree does fear of consequences guide decisions of faculty (e.g. changing research direction) and administrators (e.g. retaining mediocre workers for fear of hiring somebody worse)</li> <li>10. Do faculty administrators collaborate better with other faculty than non-faculty</li> </ol>

administrators?

**Suggestions for Quantitative surveys**

1. Can we capture the degree of variability in research support at different levels? (e.g. college, center, or department)
2. Are there any metrics to measure the turnover of research administrators at different levels?
3. Can we capture the degree of training/certification of research administrators at different levels?
4. Can we measure the level of industrial engagement of each institution?
5. Is there a way to measure how faculty admins perform regular to non-faculty admins?
6. Are institutions centralized or de-centralized? (is this a qualitative question?)

**General comments**

1. Can the surveys developed by FACT be made available?
2. John Hopkins agreed to provide questions used in their recent survey
3. FACT should not overlook nonacademic research institutes

**Volunteer Opportunities**

Volunteers for the Working Group are no longer being accepted at this time, but a listserv/email group is planned and will be used to collect ongoing feedback and solicit volunteers for specific projects, once determined.