

TCNJ Sabbaticals Council Meeting Minutes

March 17, 2021

Present: Chris Ault, Richard Baker, Michael Bloodgood, Elizabeth Borland, Wendy Clement, Dolores Dzubaty, Brian Girard, Taras Pavlovsky, Catie Rosemurgy, Yuji Tosaka, Jennifer Wang

1. Review/approval of minutes from 3 March 2021 meeting
2. Old business: Feedback letters were sent to 4 applicants
3. Sub-councils presented their proposals and the council recommends the following proposals:
 - a. The RFP should be amended to include the following information about IRB and IACUC:

Include check boxes “not needed, to be submitted, under review, approved” for IRB and IACUC on the cover sheet.

Under description of Work Plan/Time Frame include: “If your proposed sabbatical work involves human or animal research needing Institutional Review Board (IRB) and/or Institutional Animal Care and Use Committee (IACUC) approval, please indicate whether your application needs to be submitted, is under review, or has been approved.”

b. The RFP should inform applicants that they may include additional evidence that supports their proposed project, such as acknowledgement of institutional support and collaboration agreements.

c. This link was suggested as an addition to the slide show the council shares at their info session:

<https://www.ninr.nih.gov/sites/files/docs/Module3WritingaSuccessfulGrantApplication.pdf>

4. The council is waiting for more information to form their recommendation on the following:
 - a. Is there a deadline for requesting feedback? What should the process for feedback be?
 - b. Should scores be provided in the letter to all applicants?