

ICR Governing Board Meeting Minutes

April 10, 2020 12:00 – 1:00 pm

Virtual Meeting

<https://csupueblo.zoom.us/j/510564566>

Attendees: Cinnamon Bidwell, Chad Kinney, Nicole Quartiero, Sal Pace, Ann Bennan, Sue Sisley, Tim Mottet, Sherard Rogers, Scott McWhorter, Mara Brosy, Maureen Leehey, Malik Hasan

Meeting Agenda:

- I. Welcome (12:00-12:03pm)
- II. Approve minutes from 03/13/20 meeting (12:03-12:05pm)
 1. Dr. Sisley moves to approve; Ann seconds. (Yes Votes: 10)
- III. Chair Updates (12:05-12:15pm)
 - a. Survey to gauge public interest with respect to RFA in development (Cinnamon Bidwell)
 - i. Now published – please share
 1. The board is committed to ensuring we are getting public input on the RFA and what we support from a funding perspective. The survey has been developed and we are receiving stakeholder feedback.
 2. 62 responses thus far.
 3. Request – Board Members can help increase that by sharing with your respective networks.
 4. Add Link:
 5. Curation of information process in development.
 6. Survey will close April 30th.
 7. ICR staff to resend the link to GB members.
 - b. April Senate Confirmation Hearings and In-person Meeting (Cinnamon Bidwell)
 - i. Postponed, Details TBD
 1. Will stick with monthly meeting for now
 2. Hearings will be postpone, but details are TBD.
 3. Legislature will be back May 18th
 4. Confirmation hearings will likely be in early June per Mara
 5. We will try to merge an in person meeting during that time.
 6. Budget – JBC will also start meeting early May. Will be introduced in House no later than May 18th; House next week/ Signed by Governor is first week of June.
 7. Doing a huge sweep of cash reserves; JBC looking everywhere for any extra dollars.
 - c. Review of Multi-year projects (Cinnamon Bidwell)
 - i. Multi-year Continuation Project Review Update
 1. Moving forward with reviews. Subcommittee members with ICR staff have done some progress review. We will have a final update at the next meeting. We have completed 3/5 reviews and remainder will be discussed today.
 - IV. ICR Budget Request and Draft FY21 Budget (12:15-12:25pm)
 - a. Fundraising Update
 - i. Pueblo County Budget Request update (Cinnamon Bidwell, Chad Kinney)
 1. Chad and Cinnamon have been meeting with Pueblo County commissioners. Things have been moving positively. There are 1.5 verbal commitments thus far (out of 2 meetings). The first meeting with Commissioner Ortiz is next week.
 2. The understating is that next step would be a working meeting with other board members, staff members and commissioners to develop some details. Goal would be to keep the support/projects as broad as possible.

3. Suggested a strong collaborative effort going forward with the county, ICR GB and ICR to make the best use of the research support.
 4. Question – are the commissioners aware that some board members are Pueblo business owners who pay Pueblo County taxes. Response – that was not specifically discussed, but will be clarified at future meeting.
 5. Hopefully this is a good start for a model for other counties going forward.
- ii. Subcommittee Progress Report (Sal Pace, John Lord, Sue Sisley)
1. Attorney General Office Updates – the committee had approved a \$9k lobbyist contract (currently on hold). The question was a conflict of interest with the current CSU system lobbyist contract.
 2. There were some questions around the details of this and pursued clarification. This was pursued with the AG’s office.
 3. This has triggered a much larger question on how the budget should function including where the money will “live” and what resources we can utilize. Drs. Kinney and Bidwell working with AGs office on an operating agreement to document these details.
 4. Attorney Skip Spear has been point of contact at AG who is in the process of writing a legal opinion as it pertains to the budget which is expected to be that the ICR represents a separate state entity from CSU-Pueblo and contracts should be between the ICR GB and the contractor. The challenge is how to put this into practice. The operating agreement would help define the practical aspects of those relationships/processes.
 5. Drs. Kinney and Bidwell will keep the board updated as they learn more.
 6. The primary reason the ICR is at an institute of higher ed is to utilize the infrastructure of such an organization, which thus far has worked well. However, will need to refine some of these processes with the Operating Agreement.
 7. Question – next steps and timeline? Because of the focus on COVID, things might be delayed. Skip will document a legal opinion which will have to be approved by AG leadership before it is final. Concurrently they are working on the operating agreement. There are some practical implications and questions that still need to be addressed. Timeline is unfortunately unknown.
 8. How do we facilitate processes while we are waiting? Especially so it doesn’t impede other operations (e.g., RFA, staffing, etc.). President Mottet has offered to assist with this as we wait.

b. State Budget Updates

i. FY20 Roll Forward – Traditional Request (Chad Kinney, Nicole Quartiero)

1. The current COVID situation has caused an interruption in research and the conference and thus, we will have unobligated funds. We are currently working toward a roll forward request to the state. However, we have been told that the state will likely be looking to utilize unobligated funds for the current state needs.
2. The request will be made, but we are unsure of the outcome.

ii. FY21 Roll Forward – Fiscal Note (Chad Kinney, Nicole Quartiero)

1. The ICR is continuing to pursue the inclusion of a fiscal note in FY21 and beyond that would allow for automatic roll forward.

V. FY21 RFA (12:25-12:45pm)

a. Software Purchase - InfoReady (Nicole Quartiero)

1. Was recommended by other institutions and purchase is moving forward. The goal will be to build the competition in the system in the next few weeks. A demonstration will be given to the GB.

b. Review Timeline (Chad Kinney)

1. Survey will inform funding priority areas. May – Finalize RFA language with ICR GB and ICR; June – finalize system specs and test; release RFA at the end of June; due date for LOIs will be 1 month after release date (which will enable us to build the proper SMEs for review panels); 2 months after release applications would be due (late August);

2 months for review (Sept/October); Final funding decisions in November with award notifications being issued. Start date of new projects would be January 2021.

2. Timeline will be distributed in writing.

c. RFA Priorities and Budget Caps (Cinnamon Bidwell, Chad Kinney)

1. The Board will need to set some specific priority areas for funding as a result of the projected budget limitations.
2. May want to put some consideration into restricted budgets and indirect costs.
3. Recommendation – keep an eye out for federal stimulus packages that we might qualify for. Sal can assist with this endeavor at the federal level.

VI. CCHE Advisory Process (12:45-12:50pm)

a. Update (Chad Kinney)

1. Review process for cannabis related degree programs is now on the ICR website. Any IHE can access the process details there.
2. Dear Colleague letter was distributed within the past week by Dr. Rasmussen at CCHE.
3. Dr. Kinney has received two inquiries thus far (two community college campuses and one at the UCD School of Pharmacy).
4. Approved process calls for – formation of ICR GB subcommittee who will review these requests and oversee the process that is development. Currently Mr. McWhorter (CCHE delegate) as well as Cannabis Researcher and Industry Liaison. Dr. Kinney will participate as a facilitator and point of contact for the different liaisons. Next request will likely be in the next 1-2 months. Could we pursue a rotating volunteer appointment for this? Yes, this seems reasonable to the group. Interim Volunteers: Dr. Hasan and Sherard Rogers (Industry) and Dr. Leehey (as long as there is not conflict of interest) and Dr. Sisley as a backup (Research).
5. Reminder – Board's role is advisory so we want to make the effort manageable.
6. Question from Dr. Hasan – has the ICR made any movement on certificate programs at CSU-Pueblo? Some dialogue has been had regarding these programs. The majority of the effort thus far has been to launch the CBC program which is the stepping stone for the certificate programs. The Dean of Extended Studies has been working with and through the ICR around these programs as well as some movement on certificate programs related to the current minor program. Additionally, some of the preconference program courses have been asked about their interest in offering these courses online as part of a certificate program. Requested that this topic be discussed further at the next meeting (Continuing Ed Certificate Programs).

VII. Other Business (12:50-12:55pm)

a. Nicole out May 25th – mid-July.

VIII. Public Comment (12:55-1:00pm)

IX. Adjourn