

Minutes of the Meeting of the Board of Directors
The University of Kentucky Research Foundation
Thursday, June 6, 2024

The Board of Directors of the University of Kentucky Research Foundation met on Thursday, June 6, 2024, in 150 Healthy Kentucky Research Building.

Meeting Opened

Dr. Lisa A. Cassis, Vice President for Research and Executive Director of the University of Kentucky Research Foundation joined the meeting via Zoom and called the meeting to order at 2:00 p.m. EST. Dr. Cassis asked Toni Smith, UKRF Secretary, to call the roll. A quorum was declared. Dr. Cassis let the board know that inclement weather changed President Capilouto's travel plans and he would not be able to deliver remarks.

Roll Call

The following members of the Board of Directors were present: Sidney Whiteheart, Guigen Zhang, Lance Lucas, Ron Geoghegan, Mary Vore Iwamoto, and Lisa Cassis. Also present were: Judy Duncan, Michele Schlake, Baron Wolf, James King, Steve Creager, Billy Clark, Stacy Gaylor, Stephanie Beck, Rodney Andrews, Harrison Brown, Taunya Phillips, Chad Risko, Deb Konichek, Eric King, Danelle Stephens-Watkins, Penny Cox, Shan Wang, Susan Stark, Alicia Gregory, David Kinsella, Larry Goldstein, and Toni Smith.

Minutes of Previous Meetings

Dr. Cassis reported that copies of the minutes for the May 23, 2023, meeting were available in the meeting binders. She asked for any corrections or additions. Toni Smith noted the year was listed incorrectly in the header of the minutes. Ron Geoghegan moved approval. Lance Lucas seconded the motion and it carried without dissent. [Click here to see the May 23, 2023 approved minutes \(pdf\).](#)

ACTION TAKEN: APPROVED DISAPPROVED

Report of the Nominating Committee

Penny Cox, UK Treasurer and UKRF Treasurer, presented the Report of the Nominating Committee on behalf of Eric Monday, Executive Vice President for Finance and Administration and Co-Executive Vice President for Health Affairs and Chair of the Nominating Committee. She asked for any additional nominations, and none were presented. Sydney Whiteheart moved

approval and Lance Lucas seconded the motion. The motion carried without dissent. [Click here to view the Report of the Nominating Committee \(pdf\)](#).

ACTION TAKEN:

APPROVED

DISAPPROVED

Report of the Treasurer

Penny Cox presented an overview of UKRF financial activities covering FY 2022-23 and FY 2023-24 through March 30, 2024. She identified the current Facilities and Administration (F&A) rate at 53% and indicated it would remain in place until amended. Treasurer Cox shared that UKRF has submitted a new proposal to the Department of Health and Human Services that would increase UK's F&A rate if approved. She also highlighted that we received an unmodified or "clean" opinion for fiscal year 2023 for both our financial statements and our federal funds audit. [Click here to view the Report of the Treasurer \(pdf\)](#).

Report of the Vice President for Research

Dr. Cassis began her presentation by thanking the University of Kentucky Research Foundation (UKRF) board members. She also thanked President Capilouto for his steadfast support of UKRF and UK's research mission, the Provost, and EVPHAs for their support. The deans and associate deans for research were thanked for their work on behalf of their researchers. Dr. Cassis thanked the faculty, staff, and students who develop and do the research. Lastly, she thanked the research administration directors and their staff who provide the infrastructure and support to UK research.

The Report of the Vice President for Research began with a brief overview of F&A reimbursement, how reimbursement for F&A costs are earned, and how these funds become the UKRF budget. Next, she provided an update on research progress across the university with both awarded grants and contracts and research and development (R&D) expenditures. Awards since fiscal year 2015 have grown at an annual rate of 6.7% for a total of 68% growth since fiscal year 2015. UK research and development expenditures have grown at an average annual rate of 6.9% and total growth of 70% since fiscal year 2015. The majority of the awards and expenditures were from federal grants.

Dr. Cassis then discussed the foundation budget as it relates to UK PURPOSE, the institutional strategic plan. The first principle of UK PURPOSE is putting students first, which is achieved through UKRF in support of the Graduate School and the Office of Undergraduate Research (OUR). UKRF supports graduate students who are classified as research assistants by providing funds to cover the tuition above the in-state rate. Approximately 500 graduate students benefit from this support. Support is also provided for post docs that are underrepresented in their field of research. Support to OUR was used for undergraduates performing research (171 students)

with fellowships for research and travel. OUR organized the 18th annual showcase allowing over 400 students to present their research and created a Research Ambassador program to recruit other undergraduates to participate in research.

UK PURPOSE includes a principle taking care of our people and the UKRF budget support has worked towards this expectation through Project GATeWAY. Dr. Cassis acknowledged Penny Cox as a co-leaders of Project GATeWAY. Project GATeWAY was implemented to accommodate growth in grants and contracts by UK researchers. The project had three opportunities, to assess and change the organizational structure for grants administration, to transform local grants administration through Collaboratives, a shared services model, and to focus on technology that facilitates grants administration. The project was assisted by outside consultants (Deloitte) and consisted of an initial assessment phase, design phase and implementation phase. Project GATeWAY had an extensive governance structure with working groups, champions, project managers, and steering committees, coming together through guiding principles that were used throughout the process. To date, the project has achieved the following: (1) reorganization of the central structures for grants administration (OSPA, RFS) according to recommendations during the assessment and benchmarking; (2) Creation of Collaborative Grants Services (CGS) as the re-imagined shared services support for local (college/center) grants administration; (3) Creating a roadmap for technology needed for grants administration and new programs and offerings to support the new grants administrative structures. CGS, consisting of almost 100 support staff organized into three Hubs, servicing various colleges and centers according to type of research, has been implemented. Implementation of CGS included development of service level agreements, standard operating procedures, escalation paths, shared governance oversight, and is currently focused on career pathing to retain staff talent. CGS is also supported through a funding model, incorporated into the UKRF budget, that is shared between central administration and units that CGS serves.

Supporting out people within the UKRF budget also includes support of the Research Leadership Academy (RLA), which assists researchers with the submission of complex, large impact grant proposals. The complex grant office under RLA, which is within Hub 3 of CGS, provides financial support to allow for external review, relevant complete travel, support for renovations to existing space, and other proposal-specific support to facilitate submission of successful proposals.

UK PURPOSE principle inspiring ingenuity is within the UKRF budget in support of eight research priority areas (RPA). The RPAs have experienced considerable growth in grants and contracts, and use funds to support recruitment and retention of talent, train the next generation of researchers within their areas of expertise, network and create specialized cores, and provide seed support. UK Innovate is also critical to inspiring ingenuity in research in their ability to train entrepreneurs, promote industry connections, and promote economic development. Several

other programs that inspire ingenuity were highlighted, some of which have support within the UKRF budget (i.e., IRC, Conference grant support, INSPIRE).

Last but not least, Dr. Cassis highlighted activities that support the trust, transparency, and accountability, and many people, one community portions of UK PURPOSE. Several of these offerings are also supported within the UKRF budget (i.e., electronic laboratory notebook, anti-plagiarism software, Scholars@UK, Research Scholars Program).

At the end of the presentation, Dr. Cassis asked for any questions or discussion before moving into the fiscal year 2024-2025 budget presentation.

[Click here to view Dr. Cassis' UKRF Board of Directors 2023-2024 Research Report presentation \(pdf\).](#)

Budget Presentation

Dr. Cassis indicated that copies of the proposed FY 2024-25 budget were available in the meeting binder. She then presented the proposed budget, detailing each line item that indicated a change from the previous year. At the end of the presentation, Dr. Cassis called for any questions or discussion. Dr. Guigen Zhang congratulated Dr. Cassis on another exciting year and asked how the UKRF budget helps support teaching assistants. Dr. Cassis answered that the support is transferred directly to the Provost domain who then has conversations and communications with the Graduate School.

With there being no further discussion, Dr. Cassis called for a motion to approve the FY24-25 UKRF budget. Sydney Whiteheart moved approval, Mary Vore-Iwamoto seconded the motion, and it was moved without dissent.

[Click here to view the 2024-25 Approved UKRF Budget \(pdf\).](#)

ACTION TAKEN: APPROVED DISAPPROVED

Old Business

Dr. Cassis read [Old Business Resolution #1](#), Approval of Authorized Signatories for Distillery Permitting Process. Lance Lucas moved approval and Ron Geoghegan seconded. There being no discussion, the motion carried without dissent.

ACTION TAKEN: APPROVED DISAPPROVED

New Business

Dr. Cassis read New Business Resolution #1, the Appointment of the FY24-25 Nominating Committee. [The full resolution can be found here](#). The motion to approve was brought by Sydney Whiteheart and seconded by Guigen Zhang. There being no discussion, the motion carried without dissent.

ACTION TAKEN: APPROVED DISAPPROVED

Dr. Cassis read [New Business Resolution #2](#), Amended and Restated Articles of Incorporation. She provided further background that the original articles were filed in 1945 and have been amended eight times. This document combines the original articles and the amendments into one document. Mary Vore-Iwamoto moved approval and Sydney Whiteheart seconded. There being no discussion, the motion carried without dissent.

ACTION TAKEN: APPROVED DISAPPROVED

Dr. Cassis read [New Business Resolution #3, Updated By-laws](#). A motion to approve was brought by Lance Lucas and seconded by Ron Geoghegan. There being no discussion, the motion carried without dissent.

ACTION TAKEN: APPROVED DISAPPROVED

Dr. Cassis read [New Business Resolution #4](#), James B. Beam Institute for Kentucky Spirits Federal Reporting. Ron Geoghegan moved approval and Sydney Whiteheart seconded. Dr. Guigen Zhang asked Dr. Cassis to elaborate on the distillery. Dr. Cassis asked UKRF legal counsel David Kinsella to provide information on the distillery. David Kinsella stated UKRF has a permit to distill alcohol and if we have a need to sell, then we can come back to the board for approval. This resolution allows the executive director of UKRF to delegate to a James B. Beam Institute employee the authority to submit reports to the federal government. Zhang confirmed that he understood. The motion carried without dissent.

ACTION TAKEN: APPROVED DISAPPROVED

Dr. Cassis called for any additional new business and there was none.

Additional Information

Dr. Cassis let everyone know that the following items were included their meeting binders. To view these informational items as a pdf, please click on the links below.

- [UKRF 2023 Form 990](#)
- [UKRF Financial Statement for Nine Months Ended March 31, 2024](#)
- [UKRF Financial Statement for Nine Months Ended December 31, 2023](#)
- [UKRF Audited Financial Statements for the 2022-23 Fiscal Year](#)

There being no additional business and all agenda items having been addressed, Dr. Cassis thanked everyone for their service, attendance and patience, and she declared the meeting adjourned.

Toni Smith
Secretary