

Council of Principal Investigators and Research Administrators
Monthly Meeting
October 18, 2018 11:00 am – 12:30 pm
UC Oso Room 221

MINUTES

Attendees: Elizabeth Sefcik, Erin Hill, Riccardo Mozzachiodi, Jim Lee, Miguel Moreno, Sarah Scott, Gail Sutton, Phyllis Robertson, Trent Thigpen, Mike Starek, Brien Nicolau, James Rizzo, Michelle Hollenbaugh, Gina Concannon, Carmen Oser, Esmeralda Teran, Phillippe Tissot

Absent: Gail Sutton, Mark Besonen, Sara Baldwin, Dorina Murgulet, David Yoskowitz

Alternates:

Guests: Terry Tatum, Jaclyn Mahlmann

Quorum present

1. Guest Speaker: *Terry Tatum, Executive Vice President for Finance and Administration*

- Terry Tatum gave a presentation on “Indirect Cost (IDC) Allocations.
- Presentation included:
 - Costs related to expenditure that supports research and other extracurricular activity.
 - How IDC is split among PI’s, units, colleges, centers, institutes, and university.
 - IDC does not automatically rollover each year, it is up to the Dean’s discretion.
 - Presentation included what percent of IDC is allocated to VPRCO, OSRA, ORC, Finance & Administration, and other research support.
 - Presented the \$ amount of IDC generated for FY2018.
 - Presented how IDC expenses are broken out by NACUBO Function (color coding).
- Questions:
 - Who served on the last IDC Working Group?
 - Committee last met in 2015.
 - No detail was discussed as to who served on the group.
 - This was not a standing committee but a Task Force.
 - Are Start Up Funds IDC?
 - No, not all Start Up Funds are IDC.
 - Funds have an expiration date and if not used go back to the Dean.
 - S&E has an IDC policy, Do you know about other colleges being encouraged to develop an IDC policy?
 - No, ask Dr. Mahdy.
 - What happens to unused IDC?
 - It is the Dean’s discretion.
 - Any news on the IDC negotiations (federal level)?
 - No, taking longer than usual.
- Terry Tatum will be leaving TAMUCC and Jaclyn Mahlmann will serve as the interim Executive Vice President for Finance and Administration.

2. Meeting called to order by Phyllis at 11:35 am.
3. Agenda was approved
 - **MOTION: First-Rizzo, Second-Tissot, All in favor.**
4. September 2018 meeting minutes were unanimously approved
 - **MOTION: First- Tissot, Second- Moreno, All in favor.**
5. RA Position for LA, Nursing, Education
 - Position is posted.
 - Several CPIRA members are on the screening committee.
6. CPIRA Committee Updates- all Chairs gave an overview of the charge of their committee.
 - IDC Distribution & Transparency
 - Committee sunsetted
 - Research Administration Development & Training
 - Committee submitted training report/recommendations to RCO.
 - Committee will soon meet with Ahmed and Mayra.
 - A new Chair is needed December 2018.
 - Operations & Communications for Sponsored Projects
 - Survey was presented to Council for comments.
 - Council gave comments and edits to survey.
 - Committee will make changes and send it back out to Council for review.
 - Roles & Responsibilities
 - Discussion about export control issues.
 - Discussion about time and effort issues.
 - Matrix will be sent out to Council for review. Please send comments to Gina/Erin.
 - Bylaws, Elections, Rules, & Procedures
 - **MOTION: TAMUCC Rule 15.99.01.C1 Use of Human Subjects in Research was presented to Council for approval to accept TAMUCC changes to the document. ALL IN FAVOR**
 - Facilities
 - Committee working on a list of facility issues that impedes research.
 - Discussion about the safety of data in offices while repairs are being made.
 - Discussion about damage to computers while construction is taking place in offices. Who will replace broken computers?
 - Graduate Recruitment & Retention
 - Committee is meeting October 25, 2018.
7. Posting Council Minutes and Agenda on CPIRA website
 - **MOTION: First- Sefcik, Second- Rizzo, All in favor to post Council minutes on the CPIRA website.**
 - Discussion about adding a comment box to the website.
 - **MOTION: First- Nicolau, Second- Moreno, All in favor to post Council agenda on the CPIRA website.**
8. TRDF and RE TAMUCC Grants
 - Dan Riechers will be joining CPIRA in November 2018 to discuss TRDF and RE grants.

9. P-Card Processing in Concur

- Each report generated will now be charged \$5.48. This is a new expense.
- **MOTION: Ask Liz Longoria to join Council next month (November 2018) to go over new P-Card expense fees. First- Reese, Second- Nicolau, ALL IN FAVOR**
- **MOTION TABLED: To inform our colleagues of the new P-CARD report fees. First- Moreno, Second- Nicolau, ALL IN FAVOR to wait until Liz Longoria presents to Council on the new P-Card expense fee.**

10. Other Business

- None

11. Adjourn: 1234

- **MOTION: First- Moreno, Second- Rizzo, ALL IN FAVOR.**