

**Council of Principal Investigators and Research Administrators**  
**Monthly Meeting**  
**January 17, 2019 11:00 am – 12:30 pm**  
**UC Bayview Room 320**

**MINUTES**

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**Attendees:** Erin Hill, Riccardo Mozzachiodi, Jim Lee, Miguel Moreno, Sarah Scott, Phyllis Robertson, Mike Starek, Gina Concannon, Carmen Osier, Esmeralda Teran, Tianxing Chu, Gail Sutton, Sara Baldwin, Dorina Murgulet, Dugan Um, Luis Hernandez, David Yoskowitz, Michelle Hollenbaugh, Trent Thigpen, James Rizzo, Brien Nicolau, Mark Besonen

**Absent:** Elizabeth Sefcik

**Alternates:** Brandi Reese (Jeffrey Turner), Gail Sutton (Kat Santrock)

**Guests:** Michael Sanders

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Quorum present

- **Guest Speaker:** *Michael Sanders, Acting Executive Director LSUASC (10 minute presentation, 5 minute Q&A)*
  - Mr. Sanders gave a presentation on unmanned technology and the LSUAC's involvement with students.
  - He discussed possibilities for interdisciplinary collaboration.
  - He also gave an introduction of himself and his professional background.
  - The LSUASC program has over 3200 flight hours.
  - Questions:
    - What is T&E?
      - Test and Evaluation
    - How will you reach out for collaborators from LA College?
      - Start a dialogue and find common interests.
    - Can you provide more detail on your background?
      - 30 years Army service and three (3) master's degrees.
- **Meeting called to order by Phyllis at 11:30 am.**
- **Agenda was approved**
  - **MOTION: First-Miguel, Second-Riccardo, All in favor.**
- **October 2018 meeting minutes were unanimously approved**
  - **MOTION: First- Miguel, Second- Riccardo, All in favor.**
- **Introduction of new CPIRA member Tianxing Chu.**
  - He replaced Philippe Tissot.
- **RA Position for Liberal Arts, Nursing and Health Science, Education and Human Development**
  - Hiring process has been delayed due to immigration paperwork that needs to be completed. Will take 90-120 days to generate.

- **CPIRA Committee Updates- all Chairs gave an overview of the charge of their committee.**
  - Research Administration Development & Training
    - Committee met yesterday.
    - Jim Lee is the new Chair.
    - Committee is working on the Forum 2019 with Dan Riechers and Mayra Hough.
    - Discussion on ideas for the Forum to include presentations from faculty/staff who have received internal funding and their success.
    - Include in the OCSF survey a question asking researchers and research administrators about possible training topics.
  - Operations & Communications for Sponsored Projects
    - Survey has two questions to be added:
      - (1) facility question.
      - (2) training topic question.
      - Questions will be sent out once they are generated.
      - **MOTION: All in favor to accept the OCSF customer service survey with the two questions added? First- Gina, Second- Riccardo. Yes, all in favor.**
  - Roles & Responsibilities
    - Gina gave an update on the final edits to the matrix.
    - Matrix now has a legend, acronym list, and RCO has been changed to R&I.
      - **MOTION: All in favor to accept the matrix with the above final edits? First- Gina, Second- Riccardo. Yes, all in favor.**
  - Bylaws, Elections, Rules, & Procedures
    - Census is coming up. CPIRA will work with Sharmeen to generate the PI data.
    - Christopher Wren has left TAMUCC and will be replaced with another CASA employee.
  - Facilities
    - Riccardo gave an update on the Tidal Hall move, it has been postponed.
    - Facilities Issues List is still being compiled.
    - List of Building Coordinators still being sought.
    - Search for VP for Finance and Administration is still ongoing.
      - Discussion about who is on the search committee.
    - Phyllis asked Council for volunteers to serve on this committee.
  - Graduate Recruitment & Retention
    - Discussion about the proposed model for geospatial computing students in CBI to help pay for tuition.
    - Discussion about the survey Brandi developed.
- **Other Business**
  - IDC policy was sent back to Kevin Houlihan. Each college is working on their own IDC policy.
  - CPIRA/RCO Social was a success and fun!
  - Discussion about the current government shutdown and its impact on government websites.
- **Adjourn: 12:01 p.m.**
  - **MOTION: First- Miguel, Second- Riccardo, all in favor.**