

**Council of Principal Investigators and Research Administrators**  
**Monthly Meeting**  
**April 18, 2019 11:00 am – 12:30 pm**  
**UC Bayview Room 320**

**MINUTES**

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**Attendees:** Mark Besonen, Tianxing Chu, Gina Concannon, Theresa Garcia, Jocelyn Gutierrez, Luis Hernandez, Michelle Hollenbaugh, Jim Lee, Miguel Moreno, Riccardo Mozzachiodi, Dorina Murgulet, Carmen Osier, Brandi Reese, James Rizzo, Phyllis Robertson, Sarah Scott, Elizabeth Sefcik, Michael Starek, Gail Sutton, Esmeralda Teran, Trent Thigpen, David Yoskowitz

**Absent:** Erin Hill, Brien Nicolau, Dugan Um

**Alternates:**

**Guests:** Dr. Clarenda Phillips

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Quorum present

1. **Guest Speaker:** *Dr. Clarenda Phillips, Provost and Vice President for Academic Affairs, (10 minute presentation, 5 minute Q&A)*

Dr. Phillips made informal opening remarks including thanking the Council for its work improving the research culture on campus. Topics discussed:

- the importance of providing tuition support for those in doctoral programs
- the need to explore options for masters-level tuition support in the future
- the development of research plans in each college (including what researchers need for success)
- the need to focus on TAMUCC strengths
- potential consideration of strategic cluster hiring

An informal discussion with Q&A focused on ways to support and grow research on campus.

- spousal hires and the importance of partnerships with other entities near campus
- NCURA back for a follow-up peer review. Dr. Philips indicated that she would like to review the previous report before inviting the next review.

**Meeting called to order by Phyllis at 11:00 am.**

2. **Agenda was approved with Bylaws, Elections, Rules and Procedures moved to first committee report.**
  - **MOTION: First-Miguel, Second-Mark, All in favor.**
3. **March 2019 meeting minutes were unanimously approved**
  - **MOTION: First- Michelle, Second-Liz, All in favor.**
4. **CPIRA Committee Updates- all Chairs gave an overview of the charge of their committee.**
  1. **Bylaws, Elections, Rules, & Procedures**
    - Miguel reported that changes were made to bylaws for clarity including Research & Commercialization name change to Research & Innovation. Coordinator will facilitate

census and elections. In the case of a transfer to another unit, the vacancy will be filled until the end of the elected term or the next election. Changes were made to failure to participate consequences to accommodate extenuating circumstances. Vote to approve passed unanimously.

- Elections are upcoming. Miguel is stepping down effective 8/31 since he will be Speaker of the Senate beginning 9/1.
- Census lists will be sent out early next week to CPIRA representatives. Help is needed to identify College-level Research Enhancement recipients. Annual census end date is 8/31/2018.

## 2. Research Administration Development & Training

- Jim reported that there was a great turn out for the Research Celebration held on 4/15. There was discussion about how the panelist helped foster an understanding of research methodology among different disciplines.
- Jim mentioned that there was not a specific theme resulting from the survey results, discussed that training should be offered on budget development.

## 3. Roles & Responsibilities

- Phyllis reported the matrix will serve as a living document and will be updated collaboratively by CPIRA and R&I.

## 4. Facilities

- Gail reported that she is waiting on the second wave to move in to Tidal Hall. She is in contact with Staff Council to determine overlapping facilities issues. Continue to email Gail regarding issues of concern.
- Hazardous waste again an item of concern. PI's are having issues regarding funding proper disposal of radioactive waste. There was discussion among the Council of the need for the proper disposal of all hazardous waste. CPIRA may need to assist with researching how this type of waste is budgeted for and treated at other universities. It was noted that Maestro likely records hazardous waste in the research compliance checklist. Perhaps greater communication is needed between pre-award and post-award stage.
- Gail requested that Gina share previous documentation regarding this topic.

## 5. Operations & Communications for Sponsored Projects

- 83 survey responses but not all are complete. The committee will be meeting to determine the best way to present information. Additional members are needed for this committee. If you do not yet have a committee assignment or if your assigned committee is slow, please volunteer to participate.

## 6. Graduate Recruitment & Retention

- Topic is somewhat quiet for now; awaiting information on proposed strategies for providing tuition support to doctoral level candidates. CPIRA needs to continue to advocate for student needs.

## **5. RA Position for Liberal Arts, Nursing and Health Science, Education and Human Development**

New staff person is starting on Monday. Unsure of onboarding process for Nandi--CPIRA members are encouraged to invite Nandi to fall faculty meetings. Phyllis will follow up to inquire about who Nandi will report to.

## **6. Hiring Status for VP for F&A**

Phyllis did not have an update.

## **7. Hiring Status for AVP for R&I**

Phyllis, Riccardo and Sarah are serving on the committee, which has a promising pool.

## **8. Compliance Coordinator Position**

A new Compliance Coordinator is in place. He has a law degree and will be assuming Anissa's duties focusing on the review of expedited protocols.

## **9. TAMU-CC CPIRA News Story**

Phyllis requested that Council members help identify constituents that can speak to how CPIRA has impacted them. Please send suggestions to Phyllis or Erin.

## **10. President's Retreat**

Scheduled for May 3<sup>rd</sup>. Will focus exclusively on research. CPIRA will present for 30 minutes on how the Council supports research and innovation. Phyllis, Sarah, and Gail will touch on the Council's history, accomplishments and future direction.

## **11. Other Business**

- Research Liaison: This position is being considered by the Executive Committee. There was discussion about the need for such a position as constituents are encouraged to seek out their elected representatives. There will be opportunity for further discussion at the May meeting.
- Phyllis queried the Council about cancelling the July meeting
- **MOTION: Riccardo, All in favor.**

## **12. Adjourn: 12:05 p.m.**

- 1. MOTION: Not recorded.**