

Council of Principal Investigators and Research Administrators
Monthly Meeting
April 20, 2023, 11:00 am – 12:30 pm
Lone Star 142A

MINUTES

Attendees: Jordan Greer, Erin Hill, Tianxing Chu, Ruby Mehrubeoglu, Mike Wetz, Kyoung Eun (Kelly) Lee, Heather DeGrande, Debra Plowman, Shannon Doolan-Fitzsimmons, Devon Steffan, Xinning Hu, Trent Thigpen, Alexa Hight, Patricia Spaniol-Mathews (Pat), Jennifer Epley Sanders, Matthew Streich, Deanna Crites, Faye Bruun, Michael Starek, Tye Payne

Absent: Joseph Mollick, Patrick Crowley, Jian Sheng, Kelli Bippert, Carmen Osier

Alternates: Liu Chuntao (Feiqin Xie)

Guests:

Quorum present

1. **Guest Speaker(s):** *President Kelly Miller, President/CEO, Texas A&M University- Corpus Christi, (20-minute presentation, 10-minute Q/A).*
 1. President Miller thanked CPIRA for their service, contribution, and support to the universities research enterprise.
 - a. She gave the history of her involvement of how CPIRA was created and evolved on campus with Dr. Harvey Knoll
 2. Impacts of COVID on P&T
 - a. If a faculty member feels negatively affected by COVID first talk to your Chair, then Dean.
 - i. Examples: Did not meet publication #s for tenure process. This can be very stressful.
 3. Graduate Student Compensation
 - a. President Miller and Dr. Mahdy will be working on ways to find available funds for graduate student compensation.
 - b. Discussion about Affordability Proposal.
 - i. This addresses Hazlewood and we have a lot of students in this program.
 - c. Hopeful that tuition and fees will not be increased.
 - i. Will know more on 5/31/2023.
 4. Priorities for Compensation are:
 - a. Faculty salaries, equity, and promotion.
 - b. Staff salaries, equity, and promotion.
 - c. Graduate students
 5. For every 1% merit increases at TAMU-CC is one million dollars.
 6. TAMU-CC is a HEF (Higher Education Fund) university not a PUF (Permanent University Fund).
 7. Service Excellence
 - a. Focused on basic functioning, that you do your work efficiently.
 - i. Examples: student enrollment process, travel, p-card.
 - ii. President asked CPIRA for suggestions on university processes that could be better. Even if it is off campus.

8. Current Item the President is working on:
 - a. Strategies in information technology for research
 - i. IT is tasked with this question. They are finding the priorities in IT related to research.
 - ii. This task will be completed by summer.
9. Questions/Comments:
 - a. **Service excellence issues in purchasing.**
 - i. Now we are asked for a quote, invoice, and receipt.
 - ii. This process is now very time consuming for faculty and staff.
 - iii. Reason for this new process is because people can generate fake receipts especially on Amazon.
 1. A new Small Business Center has been developed on campus to help speed up this process.
 - b. **For search committees, why are salary ranges not post on job descriptions?**

Committee gets to the hiring stage and the candidate declines because of the salary. Having the salary in the posting would help with efficiency and time spent by committee.

 - i. Great suggestion and this will be worked on.
 - c. **Service excellence issues with travel and P-card.**
 - i. Travel and P-card are now outsourced to College Station. This happened 4/17/2023.
 - ii. Problems arise with timelines with sponsored projects and funds.
 1. A survey will be going out about this.
 - iii. Representative asked that as policies change or are updated that the proper training is updated as well.
 - d. **Why are we losing so many good people (faculty and staff)?**
 - i. We need good scholarship.
 - ii. We need good senior leadership.
 - iii. College of Nursing needs support with mentors.
10. Training will be a priority next year.
11. Leadership Corpus Christi is a community group, Islander Insider.
12. Wants career workshops for our current students to keep them in Corpus Christi. We want to grow internally.
13. Wants to diversify higher education.
14. President Miller is happy to come back for a longer time next year!

2. Meeting called to order by Ruby at 11:44 am.

3. Alternates/Guests Introduced

- Liu Chuntao (Feiqin Xie)

4. Approve Meeting Agenda

- **MOTION: All in favor.**

5. Approve March 2023 Meeting Minutes.

- **MOTION: All in favor.**

6. Ex-Officio Faculty Senate Update(s)(Kelli)

- Absent

7. Ad-hoc Scholarly Librarian Update(s) (Alexa)

- Library does provide support to student publication process.

- IRL: Lab is now open on the 2nd floor. Alexa asked CPIRA for IRL ideas.
- OA Funds: library is not currently accepting applications for summer.
 - a. If you've been approved already you will still get your money.

8. CPIRA Vice-Chair Nominations

- Faye Bruun accepted the Vice-Chair nomination.
- Ruby asked CPIRA for additional nominations and those interested to email Tianxing.

9. CPIRA Committee Updates

1. Research Administration Development & Training

- CPIRA Forum was April 13, 2023, from 5-7p.
- The Forum went great!
- Thank you to Carmen and this committee for organizing the Forum.
- HRI provided the alcohol drinks.

2. Operations & Communications for Sponsored Projects

- Committee will take on Compliance issue list for the NCURA review.
 - Comment: Need to look at the amount of time IRB takes along with the ratio of emails to the application.
 - Suggestion: Council asked to form a compliance taskforce for the compilation of compliance issues and prepare for the NCURA review.

3. Facilities

- Generator applications are going through the process.
- Pat received a 3 million dollar grant that will provide ~\$280,000 per year for three years starting 10/01/2023 for STEM upgrades.
 - The library will receive all of the funds in year 1 for upgrades.

4. Graduate Recruitment & Retention

- Graduate Student Compensation letter was discussed at Deans Council, but CPIRA has not received any feedback.
- Ruby is talking with Dean McCaleb about how many TAMU-CC students need support.

5. Bylaws, Elections, Rules, & Procedures

- The new LA school may possibly have new member for next year, but the official school will not be established until summer which is past elections.
- Committee is working on bylaw edits and code of conduct.
- Elections are starting in May 2023.
- Jordan Greer will represent COS and COE.
- We still need CLA, nursing, and education RA representation.

6. Roles and Responsibilities

- Committee met with Janet and Kim on 4/16/2023.
- Next meeting with Janet and Kim is 5/5/2023.
- Everything is going great with working together on the matrix.

10. Other Business

1. R&I Updates

- Research Week and CPIRA Forum went very well!
- Tomorrow, 4/21/2023, is the student symposium poster presentation in UC.
- NCURA compliance review is still moving forward. NCURA onsite visit is scheduled for October 2023.

2. Compliance
 - Faculty Senate reached out to CPIRA for help with compliance issues and want to collaborate.
3. CPIRA Committees
 - Committees are now posted on the website.
4. Fellowships
 - CPIRA wants the Fellowship list updated for all colleges.
5. ChatGPT
 - Faculty had an issue with a student using ChatGPT on their thesis.
 - AI is being implemented into teaching.
 - There is a group forming on campus to address the concerns of AI in teaching.
 - AI is a concern for research and how it is applied to research.
 - CPIRA will ask someone from IT to be our guest at the May meeting to discuss ChatGPT.
 - A panel about ChatGPT will be at the CLIMB meeting 4/25 and 4/27.
6. CPIRA Meetings FY24.
 - CPIRA meetings will be hybrid starting September 2023.
 - Meetings will be held at HRI.
 - Council needs to let Coordinator know if you will be attending in person for lunch orders.
 - Dr. Pat offered Sebastian to help the online portion of the meeting (chat).
7. CPIRA Coordinator
 - Erin is stepping down this year as coordinator.
 - Ruby asked council for coordinator recommendations.
8. Open Share
 - Faculty are still having problems with IRB and are concerned with the high turnover in the office.
 - Why do honors students need to go through the full IRB process?
 - IRB committee is working on streamlining this process.
 - Anyone working with human subjects needs to go through IRB.

11. Adjourn: 12:29p.

- **MOTION: All in favor.**