

**Council of Principal Investigators and Research Administrators**  
**Monthly Meeting**  
**August 17, 2023, 11:00 am – 12:30 pm**

**MINUTES**

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**Attendees:** Jordan Greer, Erin Hill, Tianxing Chu, Ruby Mehrubeoglu, Shannon Doolan-Fitzsimmons, Devon Steffan, Trent Thigpen, Joseph Mollick, Patrick Crowley, Carmen Osier, Feiqin Xie, Alexa Hight, Faye Bruun, DeAnna Crites, Matthew Streich, Jennifer Epley Sanders, Patricia Spaniol-Mathews (Pat), Mohamed Ahmed, Mike Wetz, Tye Payne, Xinping Hu

**Absent:** Debra Plowman, Michael Starek, Jian Sheng

**Alternates:** Tammy Walker-Smith (Heather DeGrande)

**Guests:** James Gibeaut, Yajuan Lin, Mark Olson

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Quorum present

1. **Guest Speaker(s):** *Dr. Susan Murphy, Associate Provost and Dr. Janet Donaldson, Associate Vice President for Research, Texas A&M University-Corpus Christi, (20-minute presentation, 10-minute Q/A).*
  1. Dr. Murphy gave a presentation about Effort Allocation Guidelines and included:
    - Salary savings and approval.
    - Workload restrictions.
    - Budget restrictions.
    - Course buyouts.
    - New 'Project Intake Form'.
    - Appeals process.
    - Faculty and staff incentives for bringing in external funding.
    - \*\*More information to come on this subject.
2. **Meeting called to order by Ruby at 11:46 am.**
3. **Alternates/Guests Introduced**
  - Tammy Walker-Smith (Heather DeGrande)
  - James Gibeaut (new member)
  - Yajuan Lin (new member)
  - Mark Olson (new member)
4. **Approve Meeting Agenda**
  - **MOTION: All in favor.**
5. **Approve June 2023 Meeting Minutes.**
  - I. Approved with attendee list edits.
    - **MOTION: All in favor**
6. **Ex-Officio Faculty Senate Update(s)(Mohamed)**
  - I. None
7. **Ad-hoc Scholarly Librarian Update(s) (Alexa)**

- I. \$1300.00 is available in OA funds.
- II. 45K OA funds for FY24
- III. Reminded council about the Pivot RP- Federal Funding Database is available. If this is not used the subscription may be discontinued.
- IV. Library provides a list of predatory journals.

## 8. CPIRA Committee Updates

- I. Research Administration Development & Training
  - i. No update.
- II. Operations & Communications for Sponsored Projects
  - i. Committee is working on compiling the compliance issue list for the NCURA review.
  - ii. NCURA review may be moved up.
- III. Facilities
  - i. FEMA still has the application for NRC generators.
- IV. Bylaws, Elections, Rules, & Procedures
  - i. New CPIRA members attended the meeting.
  - ii. **VOTE: 'Meeting Guidelines' and 'Responsibilities of Chair and Vice Chair' Documents.**
    - 1. Documents approved and accepted by council.**
      - a. 18 Yay**
      - b. 1 Nay**
      - c. 0 Abstain**
- V. Graduate Recruitment & Retention
  - i. Committee needs a new Chair.
- VI. Roles and Responsibilities
  - i. Matrix is finished and posted on the R&I website!

## 9. Other Business

- 1. R&I Updates
  - NCURA review may be moved up and take place earlier than October 2023.
- 2. Compliance
  - Already discussed.
- 3. RA posting for COHNS, COEHD, CLA
  - Position is still open.
- 4. CPIRA July Council Meeting
  - Cancelled.
- 5. CPIRA Coordinator
  - Two (2) recommendations thus far.
- 6. FDP
  - CPIRA needs a new FDP representative.
- 7. Open Share
  - SRS
    - Payroll has now moved to SRS.
    - Problems occurring with paying student stipends.
    - Travel and P-card issues have increased.
    - R&R Committee will discuss these issues.

- Plaque was given to Erin Hill for her work as Coordinator (2015-2023). This is her last meeting as Coordinator.

**10. Adjourn: 12:26p.**

- **MOTION: All in favor.**