

Council of Principal Investigators and Research Administrators
Monthly Meeting
October 20, 2022, 11:00 am – 12:30 pm
Zoom/UC Bayview 320

MINUTES

Attendees: Jordan Greer, Erin Hill, Tianxing Chu, Michael Starek, Gina Glanc, Ruby Mehrubeoglu, Alexa Hight, Carmen Osier, Patricia Spaniol-Mathews (Pat), Deanna Crites, Mike Wetz, Jian Sheng, Aaron Baxter, Faye Bruun, Kyoung Eun (Kelly) Lee, Jennifer Epley Sanders, Heather DeGrande, Joseph Mollick, Patrick Crowley, Debra Plowman, Shannon Doolan-Fitzsimmons, Matthew Streich, Feiqin Xie

Absent: Trent Thigpen

Alternates: Hang Yin (Xinping Hu), James Rizzo (Devon Steffan)

Guests: Ms. Kim Hawkenson

Quorum present

1. Guest Speaker(s): *Ms. Kim Hawkenson, Director of Sponsored Research Administration (OSRA), Texas A&M University- Corpus Christi, (20 minute presentation, 10 minute Q/A)*

- Ms. Hawkenson introduced herself to CPIRA.
- She was previously the Associate Director of OSRA.
- She has been in the OSRA Director position for two months now.
- Her presentation included:
 - a. OSRA's organizational chart.
 - b. Current staff in OSRA and their job descriptions and duties.
 - c. Associate Director position will be filled.
 - d. She wants to reinstate the OSRA intern program.
- Comment: CPIRA asked to please add OSRA employee phone numbers to website, and outlook.
- Discussion about the difference between stipend and payroll.
- OSRA Handbook will be relooked at.
- Discussion about FCOI policy. She asked CPIRA for their help with this.
- Discussion about staff not having NASA grant experience.
- Discussion about OSRA's interactions with sponsors.
- Discussion about the need to get the new matrix in working mode.
- SRS is coming to TAMU-CC campus November 15-17 to visit with faculty and staff.

2. Meeting called to order by Ruby at 11:41 am.

3. Approve Meeting Agenda with one edit

- **MOTION: All in favor.**

4. Approve September 2022 Meeting Minutes. Two edits.

- **MOTION: All in favor.**

5. Alternates/Guests introduced.

- Liu Chuntao (Feiqin Xie)
- James Rizzo (Devon Steffan)

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

- Discussion about the 360 evaluations for Dean, Provost, etc.
- Suggestion to reward faculty with awards for service.
- Discussion about accessibility concerns?

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

- OA has funds of \$600.00 available.
 - a. As of 12/2025, Office of Science and Technology will have no embargo on datasets that were created with federal funds. All datasets will be public.

8. CPIRA Committee Updates

1. Research Administration Development & Training
 - Waiting on the date of the Forum.
2. Facilities
 - No update.
3. Operations & Communications for Sponsored Projects
 - No update.
4. Graduate Recruitment & Retention
 - The Committee is working on the student compensation report.
 - Dr. Mahdy asked for information on the dollar amount needed to cover tuition for graduate students.
5. Bylaws, Elections, Rules, & Procedures
 - CCS has an open seat. Aaron Baxter left the university.
6. Roles and Responsibilities
 - Committee is waiting on OSRA's comments to the matrix.
 - DeAnna will be scheduling a meeting with Janet Donaldson.

9. Other Business

1. R&I Updates
 - i. R&I Staff
 - COS Dean
 - Position has been filled but not announced.
 - Internal Funding Opportunities
 - Discussion about the different costs of projects among colleges.
 - Discussion about course buyout costs.
 - Any recipient of internal funds will be asked to be a reviewer of proposals the following year.
 - Discussion about student awards and how they are distributed.
2. Compliance
 - Mike S. shared the Compliance Executive Summary with R&I.
 - Some of the suggestions and recommendations in the summary have already been done.
 - External review of the Compliance Office will take place. The cost is 21K.
 - Discussion about starting an Ad hoc Compliance Taskforce Committee in CPIRA.
3. IRB Committee Meeting
 - Ruby and Faye attended the meeting.
 - Discussion about the IRB process and CITI training.

- Question: How much does the university pay for the CITI training courses?
- CPIRA members' IRB experiences were shared with the group.

4. IT Taskforce

- Discussion about CPIRA starting an IT Taskforce.
- Discussion about the length of time it takes to fix computer issues.

MOTION: Extend Meeting 5 Minutes. All approved

5. Impact of Faculty COVID-19 Survey

- Letter has been developed giving a summary of the survey results.
- Letter was shared with Council and asked them to review and give approval. Timeline for this is one week.

6. FDP

- Notes are available in the Council Share Folder on OneDrive.

7. CLA Policies

- Discussion about the current CLA policy changes and impacts to faculty.
- Discussion about salary cuts, buyouts not being approved, and funding issues.

10. Adjourn: 12:34 pm.

- **MOTION: All in favor.**