**Council of Principal Investigators and Research Administrators**

**Monthly Meeting**

**September 15, 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), Devon Steffan, Deanna Crites, Xinping Hu, 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

**Absent:** Trent Thigpen, Matthew Streich

**Alternates:** Liu Chuntao (Feiqin Xie)

**Guests:** Dr. Janet Donaldson

Quorum present

1. **Guest Speaker(s):** Dr. Janet Donaldson, Associate Vice President for Research, Texas A&M University- Corpus Christi, (20 minute presentation, 10 minute Q/A)
   * + Dr. Donaldson introduced herself to CPIRA.
     + She gave an overview of her role as AVPR in R&I.
     + Goal is to develop a student research center.
       - She wants to create a task force for this.
     + Asked CPIRA to tell her about their goals/mission.
     + Discussion:
       - The new Roles & Responsibilities Matrix that is currently being edited and the urgency for the matrix to be implemented.
       - IRB process and time needed to start the protocol approval process.
       - Student hiring freeze. This process is tedious and problematic and takes an extremely long time.
2. **Meeting called to order by Ruby at 11:33 am.**
3. **Approve Meeting Agenda**
   * **MOTION: All in favor.**
4. **Approve August 2022 Meeting Minutes. One edit, Heather was present.**
   * **MOTION: All in favor.**
5. **Alternates/Guests introduced.**
   * Liu Chuntao (Feiqin Xie)
6. **Ex-Officio Faculty Senate Update(s)**

* Kelly Bippert is the new Ex-Officio.

1. **Ad-hoc Scholarly Librarian Update(s) (Alexa)**

* OA has funds of 48K.
* Researchers are allowed one submission per quarter.
* Funds will be released quarterly.
* Authors are asked to contact the library at the point you submit an article for funds.
* OA form is available online.
* OA funds do not roll over yearly.
* OA funds are available on a first come first serve basis.
* Question(s):
  1. Are the funds paid directly to publisher? Yes.
  2. What’s the publishing record over the past four years? Alexa will send out data.
* Suggestion(s):
  1. When an article is accepted with edits, maybe the college could hold onto funds and pay publisher when the article is ready to be published.

1. **CPIRA Committee Updates**
   1. Research Administration Development & Training
      * Carmen is the new Committee Chair.
   2. Facilities
      * Committee is prioritizing action items.
      * Working on obtaining generators in NRC and CS.
   3. Operations & Communications for Sponsored Projects
      * Xinping is the new Committee Chair.
      * Gerardo Hinojosa is maintaining the CPIRA website (Pat’s RA).
   4. Graduate Recruitment & Retention
      * Mike shared the GRR survey results.
      * Mike will send the summary report to council.
      * 72 students responded to survey.
      * Suggestion was to break the data down between MS and PhD students.
      * Suggestion to spell-out the implications of survey results and the impacts to student recruitment and research.
   5. Bylaws, Elections, Rules, & Procedures
      * Committee completed the election SOP.
   6. Roles and Responsibilities
      * Committee is waiting on OSRA’s comments to the matrix.
      * DeAnna will be scheduling a meeting with Kim Hawkenson and Dr. Donaldson.
2. **Other Business**
3. R&I Updates
   1. R&I Staff
      * COS Dean
        + No update.
        + Provost Phillips serving as interim Dean.
   2. Joran and Carmen have agreed to be the two CPIRA reps for the "OSRA org chart and portfolio focus group" led by Kim Hawkenson.
4. Compliance
   * + Mike S. shared the Compliance Executive Summary with council.
     + IRB Chair Sollitto recommends CPIRA attends the IRB meetings.
     + Discussion of recent compliance issues.
     + R&I is open to an external review of Compliance on campus.
     + Compliance Committee/Taskforce will be established in CPIRA
   * Faye has agreed to help with Cari Loeffler's request to provide "feedback regarding the proposed guidelines for classroom-based research projects".
5. Impact of Faculty COVID-19 Survey
   * + Survey data showed COVID did delay productivity for some applying for P&T.
     + Provost is approving extension requests for P&T because of the impact of COVID.
6. Payroll Taxes
   * + Carmen identified HRI students were assessed payroll taxes (~$160.00) in August.
     + She asked council to make sure their students were not charged as well.
7. IT Task Force
   * + Suggestion to form and IT Task Force.
8. FDP
   * + Tabled since the conference is still going on.
9. CLA Policies
   * + Discussion about the current CLA policy changes and impacts to faculty.
     + This will be a continued discussion in CPIRA.
10. Faculty Survey for Those Teaching Online/Hybrid
    * + Dr. Manuel Piña, an Assistant Professor in the English department, is conducting a faculty survey for those teaching online or hybrid classes.
      + Contact her if you are interested.
11. **Adjourn: 12:33 pm.**
    * **MOTION: All in favor.**