

**Council of Principal Investigators and Research Administrators**  
**Monthly Meeting**  
**June 20, 2024, 11:00 am – 12:30 pm**

**MINUTES**

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**Attendees:** Faye Bruun, Tianxing Chu, DeAnna Crites, Patrick Crowley, Heather DeGrande, Jennifer Epley Sanders, Shannon Fitzsimmons-Doolan, Valarie Franco, Jim Gibeaut, Olga Gil Barrientos, Jordan Greer, Alexa Hight, Taoran Ji, Yajuan Lin, Ruby Mehrubeoglu, Mark Olson, Debra Plowman, Patricia Spaniol-Mathews (Pat), Mike Starek, Devon Steffan, Matt Streich, Trent Thigpen, Tammy Walker-Smith

**Absent:** Joseph Mollick, Jian Sheng, Tye Payne, Carmen Osier, Feiqin Xie

**Alternates:** Hang Yin (for Xinping Hu)

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Quorum present. Meeting was held via Zoom.

Jennifer thanked Faye for serving as Interim Chair while she was on Faculty Development Leave, as well as Ruby, EC, and the whole CPIRA Council.

Jennifer thanked Carmen Osier for her long service and support as she leaves the university, expressing appreciation for her both personally and professionally, and wished her well.

1. **Guest Speaker(s):** No guest speaker.
2. **Alternates/Guests Introduced themselves.**
  - Hang Yin alternate for Xinping Hu
3. **Agenda was approved.**
  - **MOTION: First-Heather, Second-Jordan, All in favor**
4. **May 2024 Meeting Minutes were approved.**
  - I. All minutes approved.
  - **MOTION: First-Tammy, Second-Jim, All in favor**
5. **Ex-Officio Faculty Senate Update(s)** (Taoran Ji)
  - I. Taoran is the new Ex-Officio Faculty Senate representative and he introduced himself.
  - II. Jennifer explained to Taoran his role on CPIRA as Ex-Officio Faculty Senate.
  - III. No updates— Faculty Senate is on summer break.
6. **Ad-hoc Scholarly Librarian Update(s)** (Alexa Hight)
  - I. The Library has requested \$60,000 for Open Access Publication Fund for the next fiscal year but don't know yet if or how much will be funded and when it will happen.
7. **CPIRA Committee Updates**
  - I. Research Administration Development & Training (Jordan Greer)
    - i. With Carmen departure, Jordan is the new Chair for this committee.
    - ii. No updates.

- iii. Let Jordan know if any faculty or others are interested on training that OSRA can provide.
  - iv. Jordan is going to find out the process to get in the SRS Listserv from TAMU.
- II. Operations & Communications for Sponsored Projects (Xinping Hu)
  - i. No updates.
- III. Facilities (Debra Plowman)
  - i. Committee have been working with Facilities and EHS to clarify processes to keep the labs safe concerning toxic waste material.
  - ii. CPIRA leadership has contacted Facilities and EHS via email to follow up some inquiries.
  - iii. Requests for waste pick-up are reviewed every Thursday and should be addressed the following week, but due to high demand, prioritization is necessary, so register for pick-up at least two weeks before the container reaches capacity.
- IV. Bylaws, Elections, Rules, & Procedures (Tianxing Chu)
  - i. Committee received the external funding data from R&I, waiting on the internal funding data.
  - ii. The goal is to have the new members elected and appointed by the August meeting.
  - iii. Committee will contact the Centers to let them appoint their new PIs and RAs—they don't need elections as the colleges.
- V. Graduate Recruitment & Retention (Ruby Mehrubeoglu)
  - i. No updates.
  - ii. Committee will resume their meetings with Dr. McCaleb in September.
- VI. Roles and Responsibilities (DeAnna Crites)
  - i. No updates.

## 8. Other Business

- a. R&I Updates
  - Job search for the Assistant Vice President for Research Integrity (AVPRI) position. This is a new position replacing the position previously from Director of Research Compliance.
  - Compliance: NCURA updates
    - R&I is going to distribute the NCURA report along with an accompanying memo that will include information about the task force.
    - It will go out this month or likely later this summer.
    - It will be shared with the Deans and through R&I via Research News listserv, not on the website.
  - Facilities
    - Individual cases should be handled through work orders, official units, their liaisons, and leadership like Deans—follow the channels of command.
  - Garth Clayton, Research Development Officer, is leaving his position at the end of the month. Unknown when that position will be filled and who the alternate contact is.
- b. RA for COLA, CONHS, COEHD
  - They have been conducting interviews and they are closing in on some possible candidates.

- This position will be a Grant Administrator (GA) position instead of a Research Administrator (RA) position—Jennifer explained the differences.
  - That position will report to Dr. Donaldson who will then work with the Deans of the three colleges.
- c. FDP updates
- The FDP meeting took place May 22-24.
  - Our FDP representative was still waiting on the meeting minutes, but she shared some of the highlights from her notes. She will put these in writing and share them with Council.
- d. July 2024 Council Meeting
- July 2024 meeting cancelled.
  - Next Council meeting will be held on August 15 in HRI 127 from 11:00 am to 12:30 pm.
- e. Open Share
- A CPIRA member shared info about *Ithenticate*, a software to authenticate academic research. Access to this software could help to make sure there is no plagiarism or similarities.
  - Issues with lengthy reclassification process for an unrestricted research gift.

9. Adjourn: 12:38 pm.

MOTION: First-Heather, Second-Faye, All In favor