

Meeting Notes

Thursday, February 23, 2017

2:30 pm-4:00 pm – 410 Rudder Tower

Members Present	Members Unable to Attend	Others Present	
Daniel Bowen - EAHR Tim Elliott - ESPY James Fluckey – HLKN Jennifer Ganz – EPSY Beverly Irby - EAHR Oi-Man Kwok - EPSY Mike Massett - HLKN	Mary Margaret Capraro - TLAC Robert Capraro – TLAC Christopher Woodman – HLKN Hersh Waxman - TLAC	Suprena Bennett Sue Bloomfield Mary Helen Coady Kelly Freeman Tamika Gilreath Shanna Hagan-Burke Shevon Harvey Amy Hinnant Jan Hughes	Trez Jones Rafael Lara-Alecio Jeff Liew Noboro Matsuda Hector Rivera Susan Sassano Fuhui Tong Windy Turner Angela Welch
Agenda Item	Comments	Recommendations/Actions/Follow-up	
I. Interim Funding Requests - Bloomfield	Review of handout related to steps the CERD office will take to acquire interim funding for all new awards.	Let faculty in your department know they should notify Clayton Holle cholle@tamu.edu upon receipt of a new award notification from the sponsor.	
II. CEHD Guidelines on Indirect Costs, Salary Savings, and Course Buy-Outs - Ganz	CEHD CPI recommends revisions to the F&A/salary savings time limit policy. The current policy is outlined below: Time Limits for the Use of IDC Returns, and Salary Savings Funds generated from salary savings and IDC returns must be used no later than three years after the distribution date. For example, funds generated from grants or contracts in 2013 must be used by 2016. The department will make available to each PI, at least annually, a		

Agenda Item	Comments	Recommendations/Actions/Follow-up
	<p>statement of their budget itemized by year of fund acquisition. <i>Approved by Dean's Council May 6, 2003</i> <i>Addendum approved by Dean's Council June 5, 2007</i> <i>Edits proposed by CPI on January 25, 2010</i> <i>Edits approved by Dean's Council on March 2, 2010</i> <i>Revisions approved by Dean's Council on March 18, 2014</i></p> <p>The CPI recommends the following revisions: Encumbrance of F&A Returns, and Salary Savings</p> <p>The purpose of this policy is to encourage PIs to encumber F&A and salary savings received from external funding so that the Dean's office is better able to support college faculty and staff when advocating for CEHD funding from university and other sources. Funds generated from salary savings and F&A returns to the PI should be encumbered as they are received. PIs are instructed to work with their departments' business administrators to establish Unit Financial Obligations (UFOs) to reserve funds to promote research and related activities.</p>	
III. Dissemination of Information		
A. Department Reports	HLKN – department head candidates are coming in for on-campus interviews.	
B. Dean's Council - Ganz	No report	
C. University Research Council – Bloomfield	URC continued their discussion of the Research Development Fund. Bloomfield is questioning if these funds can be used to support critical personnel and staffing to run equipment (not purchase equipment which is normally the case for these funds). If they allow this type of expense the new Human Clinical Research Facility could possibly benefit from RDF funds.	

Agenda Item	Comments	Recommendations/Actions/Follow-up
D. University CPI – Kwok	Discussion concerning the immigration ban and access to visas.	
E. Other	<p>The question was raised that when you are collaborating across departments and colleges, how can you ensure indirect costs will be returned to the PI/department/college. The best way to address this is to make sure that budgets are separated, meaning there would be a separate budget for CEHD.</p> <p>Discussion about the scoring of Catapult projects and releasing comments if a project is denied.</p>	<p>CPI Reps were asked to inform their faculty of the need for separate budgets on interdisciplinary proposals and it was recommended that CERD offer a brown bag workshop on budget preparation.</p> <p>Recommended that those awarded Catapult funding prepare a poster presentation for the next faculty retreat to demonstrate how they have used the funds</p>