

## Meeting Notes

Tuesday, October 22, 2019

11:45am-1:15pm – 715B Harrington

Members Present	Members Unable to Attend	Others Present
Jamilya Blake, EPSY Mack Burke, EPSY Fuhui Tong, EPSY Mary Alfred, EAHR Christine Stanley, EAHR Marielle Engelen, HLKN Tamika Gilreath, HLKN Steven Riechman, HLKN Trina Davis, TLAC Joanne Olson, TLAC Kausalai Wijekumar, TLAC	Gwen Webb-Hasan, EAHR	Sue Bloomfield, CERD Pre Award Clayton Hollie, CERD Post Award Stu Hutchins, IT Rafael Lara-Alecio, EPSY (University CPI Rep.) Thessalenuere Bernard, CERD Pre Award
Agenda Item	Comments	Recommendations/Actions/Follow-up
I. Introduction of Members	All members introduced themselves and were provided with a hard-copy of the CPI Bylaws	Visit the website for electronic copy of the bylaws and the updated list of CPI members.
II. Summer Salary Discussion	The schedule was slightly modified to move this topic up on the agenda to accommodate members who have to depart early to attend other meetings/classes. Dr. Lara-Alecio has requested information at the University level regarding Summer Compensation. A discussion about whether the “2.5 months summer salary” was a firm policy was held. Dr. Bloomfield stated that currently there are only conversations being held between the Provost and VPR’s offices- nothing is final/official. Members stated that more detailed information is needed to better frame the argument.	Dr. Lara-Alecio will follow up on his email message and provide updates as information becomes available.  Members were asked to contact Dr. Lara-Alecio if they would like to attend the University CPI meetings as his guest.  Dr. Bloomfield will share her talking points with CPI members.

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	<p>Dr. Lara-Alecio would like faculty to have input and was glad to know that this topic is still in the “conversation phase”, although there still is a lack of communication between administrators and faculty. A question was posed to the members about how others are receiving the information. No one was able to answer the question. Members expressed that there are concerns about the clarity of the procedural process and that there needs to be a level of sensitivity to how the information will be disseminated once a decision is finalized.</p>	
<p>III. CERD Post-Award Business Office Updates</p>	<p>Clayton Holle shared information about CEHD’s Post Award Research Services. The PowerPoint presentation included updates on post-award services and new personnel (Modesta Molina). Clayton answered questions regarding the monthly balance reports. There was also information about the 90-60-30 day account notices as well as additional information about Laserfiche order request. Clayton also shared that steps have also been taken to reduce Workday inbox items and processing actions for PIs and that an electronic Purchase Request Form has been added to the <i>mycehd website</i> (<a href="https://mycehd.tamu.edu/employees/business-office/purchase-requests-reimbursements/">https://mycehd.tamu.edu/employees/business-office/purchase-requests-reimbursements/</a>)</p>	<p>Members were asked to contact Clayton should they have a project and are not receiving monthly balance reports.</p> <p>PIs would like to know who to contact during the “gap” between receiving an Award Notification and when the Award Funds are released.</p>
<p>IV. IT Updates</p>	<p>Stu Hutchins shared information from the Electronic Information Resources (EIR) Committee regarding the Voluntary Product Accessibility Template® (VPAT®). EIR Accessibility Standards apply to the following: Software Applications and Operating Systems, Websites, Telecommunications Products, Video and Multimedia Products, Self-Contained, Closed Products,</p>	<p>Dr. Bloomfield will work with Stu to create FAQs and links to the answers. In the interim, information can be found at <a href="https://itaccessibility.tamu.edu/help/faq.php">https://itaccessibility.tamu.edu/help/faq.php</a></p> <p>For more information on requests for exceptions, contact Stu.</p>

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	<p>Desktop and Portable Computers. Items will be MUST be accessibly compliant.</p> <p>If after evaluation of all available resources and options it is determined that compliance with technical accessibility standards for a particular EIR is not possible, an exception request can be initiated by personnel at the respective unit by filling out the electronic EIR Accessibility Exception Request Form.</p> <p>The current average length of time for the results of an exception request is approximately six months. Stu reported that IT is planning to hire a full-time staff person to handle requests for approvals for exceptions. More information/language for faculty, relative to the VPAT® and exceptions, was requested.</p>	
V. College R&D Office Updates	<p>Dr. Bloomfield provided updates from the University Research Council. Good News= A Post Doctoral Association Office will be established.</p> <p>The President’s Excellence Fund competition is now open. All are encouraged to apply; however, be sure to read the stipulations if you have been a previous awardee.</p> <p>Dr. Bloomfield also reported that, although nothing has been set, the Provost may be moving towards having graduate students’ fees paid on external grants in addition to tuition. Currently, the fees are equivalent to about one-third of their bill. There are some concerns that the University’s shift from undergraduate student support to graduate student support weighed very heavily on faculty (researchers).</p>	<p>Full details regarding tuition/fees and external funding are forthcoming and will be provided next month.</p> <p>Send feedback/questions/concerns regarding <i>graduate student’s fees/external funding</i> to Sue and she will share them with the University Research Council.</p>
VI. Qualtrics Renewal Updates	<p>D. Bloomfield reported that the University has committed to renewing the Qualtrics contract for three years (however the funding source is unknown). Qualtrics has two separate entities: one at the</p>	<p>Updates will be provided to the CPI members, as information is made available.</p>

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	University level and another at the College level (which allows UG students the opportunity to use it).	
VII. Other Announcements/Updates	Discussion on the role of the CEHD Council of PIs.	Share information with faculty colleagues in your respective areas. For instance, ask for time on the respective departmental meetings' agendas to share and solicit relevant information.