

Meeting Notes

Thursday, November 18, 2021

1:00pm-2:30pm – Zoom Meeting

Members Present	Members Unable to Attend	Others Present
Ben Herman, TLAC Hector Rivera Daniel Bowen, EAHR Marc Goodrich, TLAC David Wright, HLKN Christine Stanley, Lei Shih Chen, HLKN Bugrahan Yalvac, TLAC Sandra Acosta, EPSY	Zohreh Eslami, EPSY Tamika Gilreath, HLKN	Rafael Lara-Alecio, EPSY (UniversityCPI) Julie Svetlik, CERD Pre Award Ann Savell, CERD Pre Award Amy Hinnant, CERD Pre Award Clayton Holle, CERD Post Award Jeff Liew, CERD Pre Award Jason Foley, CERD Pre Award
Agenda Item	Comments	Recommendations/Actions/Follow-up
I. Welcome		
II. Review of Meeting Minutes	Upon motion duly made and seconded, the minutes of the meeting of October 6, 2021 were approved. Minutes will be posted at this link: https://mycehd.tamu.edu/faculty/research-office/council-of-principal-investigators/	Members are reminded that the minutes will be listed on the College CPI website. Visit the website for an electronic copy of the bylaws and the updated list of CPI members.
III. Updates from the Associate Dean of Research	<u>Research and academic collaborations with foreign entities –</u> Dr. Liew has submitted the data for our college requested from the VPR office for research or academic agreements and collaborations with any of the four with foreign entities: China, Russia, Iran, and North Korea. All written and formal agreements, including MOU’s, were attached to the data provided. Dr. Liew wants to make all faculty aware that any external grants, within or outside the US, must go through SRS and have a record of such transactions. The collaboration and presence of our faculty with other institutions within and outside of the US is desired, but it must	Make sure everyone is aware that when you are applying for external grants within or outside the US, make the CERD Preaward office and more importantly SRS aware and ensure they are part of that submission. Please continue to visit the VPR website to see the most recent

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	<p>be documented with our university. This allows the university to assess the level of risk when we are engaging in those collaborations. Dr. Liew thanks everyone that has cooperated in this process.</p> <p><u>R3 Program</u> – Dr. Liew announced the development and launch of the Renew, Revise, and Resubmit (R3) Grant Program to help our faculty strengthen the revision and resubmission of promising proposals. It is parallel to our Catapult Seed Grant program and is envisioned as closing the loop on the Catapult program. Catapult provides you with the pilot data and preliminary results to be competitive in external funding. The R3 program will be a separate pot of money and will provide you resources and support to improve your previously submitted proposal. To qualify, you will need to have reviewer or panel comments on that proposal, and those comments need to suggest that the project is promising but needs some improvement. This program will support and provide resources for our PI's and their research team to address those review panel comments and help you improve the proposal and make it more competitive.</p> <p>Dr. Liew is working on completing the RFA for this, and it should be announced in December. The deadline will likely be in early spring. Applicants will have over the summer to work on their proposals and then close the deal in the next academic year. Dr. Liew wants to thank our Dean Michael DeMiranda for his support of this initiative.</p>	<p>updates to protocols and status related to the pandemic.</p>
<p>IV. Updates from CERD Post-Award</p>	<p>Clayton Holle let members know that, with the departure of Suprena Bennet from CEHD, CERD Post Award will now be reporting to Dr. Jeff Liew.</p> <p>Their office is continuing to hire many new research staff. However, getting sufficient applicant pools is proving difficult. Clayton asks that faculty let CERD Post Award know if anyone is planning to hire any research staff; they can help you write the templates and get the postings publicized more widely.</p> <p>This is a busy time of year for Post Award, and they are working to get everything wrapped up before the holidays.</p>	<p>Let CERD Post Award know if you are planning to hire any research staff so they can assist.</p>

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<p>V. Updates from CERD Pre-Award</p>	<p><u>Upcoming Coffee Chat</u> – The next Coffee Chat co-sponsored by CERD and CPI will be on Monday, the 29th. If there are any topics that you would like to see presented in the future, please let the CERD office know and they can arrange that. They have a list of desired topics and welcome input. Topics can include any recurring problems being faced in research pre-award or post-award, common research questions, or frequent changes in research guidelines.</p> <p><u>CERD Website Overhaul</u> – the CERD office is planning to overhaul their website and welcomes faculty to provide input on what they would like to see included on the site. Suggestions can be emailed to any individual in our office or to cehdpreaward@tamu.edu or can be submitted in the digital suggestion box on the CEHD CPI website: https://mycehd.tamu.edu/faculty/research-office/council-of-principal-investigators/.</p> <p><u>Creation of Needed Maestro Reports</u> – The CERD Pre-Award office is leading a subcommittee with the other research offices across campus to create canned reports within Maestro. If any PI's or departments have specific needs for reporting that are not currently available, they can provide those to our department to add to the list.</p> <p>A conversation was had about being informed months in advance of what the main federal and state agendas are so our faculty can be better prepared for their funding opportunities. Julie responded that the CERD Pre-Award office does distribute calendars of those opportunities and she can periodically remind people of what is coming out. Julie will coordinate with Amy Hinnant to see if there are contacts at TEA with whom she can discuss their agendas.</p> <p>Dr. Herman suggested having a centralized list or calendar with the list of all the funding opportunities she has sent out. Julie is working on developing this list and investigating having a spot on our revamped website for this, perhaps housed under password protection.</p>	<p>Make sure your department and fellow PI's are aware that Julie is available within our office to help our faculty get started on their research proposals. Services include guidance on proposal strategy, finding funding, helping connect collaborators, and more. Julie Svetlik can be reached at jsvetlik@tamu.edu</p>

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VI. Updates from University CPI	<p><u>Responses to MGT Report</u> – Dr. Lara-Alecio informed the members that the University CPI has had several closed meetings discussing the MGT Report. CPI sent out a survey to its members about the report, and received 368 responses, which is 17% of entire CPI population. Our CEHD CPI members did well responding to the survey. On 11/11/21, the University CPI met with Chancellor Sharp and discussed the report and his interpretation of the findings. On 11/16/21, the University CPI had a meeting with President Banks in which they shared the major CPI concerns. Dr. Banks’ response to the report will be coming soon. Dr. Lara-Alecio and Dr. Tim Elliot will continue to echo the concerns of our CEHD CPI members.</p>	<p>To view the most recent meeting materials, visit: https://cpi.tamu.edu/meetings/2020-2021-general-meeting-schedule</p> <p>Please attend the monthly University CPI Meetings; reach out to Dr. Lara-Alecio (a-lara@tamu.edu) or Dr. Tim Elliot (telliott@tamu.edu), and they will arrange it.</p>
VII. Review and Vote of Suggested CEHD CPI Bylaw Changes	<p>The amendments that were suggested for the CEHD CPI Bylaws at the October 6th meeting were presented for voting. Dr. Lara-Alecio recommended the addition to the amendment proposal of a field for additional feedback/suggestions with language stating that any situation not stated in this proposed amendment will be considered by the Chair, who has the right and authority to call an emergency meeting and vote. The language for voting on suggested by-law changes is already covered in the by-laws. We will take steps to solicit further feedback when this amended version is sent out. Hearing no concerns with the amendments presented at the last meeting, a motion was brought forward to approve those amendments. The motion was seconded and approved by all. The amendments presented thus far will be effective immediately as of the date of this meeting and the new bylaws will be published on the website. If there are any additional changes suggested, those can be emailed to asavell@tamu.edu or submitted through the CPI suggestion box. Such suggestions will be addressed and voted upon as they arise.</p>	<p>Ann to send an email to all faculty with the newly amended bylaws, along with a document of what was changed. This email will invite additional suggestions for changes, which can be submitted through the CPI suggestion box.</p>
VIII. Update on Research Interest Groups (RIGS)	<p>Dr. Herman presented the results of the survey that was sent to all CEHD faculty about needs for cross-collaborative Research Interest</p>	<p>(include survey results with minutes)</p>

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	<p>Groups (RIGs). There were approximately 30 responses across the college.</p> <p>When viewing the attached survey results, blue shows respondents' first choice, orange their second choice, and gray their third choice. The discussion covered how these RIGs can look going forward, areas of support needed based on responses, and ways CPI can help and participate.</p> <p>The largest type of support respondents were most interested in is dedicated seed funding, workshops, facilitated introductions, and mentorship. Dr. Liew mentioned support will be coming from the college for seed funding, as mentioned before, with the Catapult and R3 grant programs. Once these RIGs develop, there is the potential for funding and support for large interdisciplinary team proposals.</p> <p>Based on these results, Dr. Herman's question now for CPI discussion is, within each of these categories, what would this type of support look like? For example, what would dedicated seed funding look like? If you have help with proposal targeted writing for cross-collaborative research, what would that look like? What can CPI do to provide support?</p> <p>Dr. Lara-Alecio suggested that once faculty research Associate or Full Professor level, they are more secure. An Assistant Professor is still considering where they can put their energies and are more unsure of their position. Our major challenge – across all colleges, not just CEHD – is how to involve our junior faculty in this kind of business. And in this, all of the areas of support gauged in the survey are important for some level of success.</p> <p>Dr. Goodrich brought up that at his prior institution, one research center led a collaborative initiative to organize a meeting of interested faculty affiliated with their center to brainstorm ideas. The goal was</p>	

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	<p>to come up with large, externally-fundable, interdisciplinary proposals for transformative research.</p> <p>They held a scheduled meeting in a large conference room, and the researchers introduced themselves and their own research areas, which helped themes emerge. Small group breakouts then occurred with common areas of interest. Follow-up meetings with those smaller breakout groups were then scheduled. Not everyone continued to follow up, but several did and this led to proposals. The director of the center took notes and tracked the two big ideas that came out of these meetings. They then organized further meetings for those two themes, and the groups met to develop grants to get internal seed funding. They were then able to submit larger external proposals from there.</p> <p>Dr. Goodrich noted that the research center facilitating that level of organization and effort was what motivated the faculty to participate. There were several junior faculty there and the proposal ended up being led by a junior faculty with a senior faculty as Co-PI. The junior faculty were motivated by the structure of the initiative. Junior faculty typically do not know how to get started, so just giving them money does not always work. Helping them get started is what they all jumped at.</p> <p>Dr. Bowen brought up another area of need. He works with a lot of graduate students who are further along in their careers and who need funding to execute projects of their own. They have new ideas and it might cost several thousand dollars to get the project off the ground. There is not much support in place for their level. Helping them with their research is a big part of mentoring. What supports are there for them and what can CPI do to help with this?</p> <p>Dr. Herman agreed that if graduate students are mentored in their research initiatives at that early stage, it helps lead to future collaborations and</p>	

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	<p>Dr. Rivera suggestion creation of a seed funding program to sponsor grad students. The faculty would get credit for mentoring a graduate student and the money goes to the student to advance their projects. The faculty and the mentee apply for it, if they get funded, the funding is managed through the faculty's account for the student, and the student can use that funding for his project. This can help with the faculty's A1 review.</p> <p>Dr. Lara-Alecio stated that the Dean, Associate Deans, and Department Heads need to come together and try to determine an effective way to support junior faculty with funding.</p> <p>Dr. Liew agreed that a collective college goal to support early career faculty, with one-third funding coming from each group, is an interesting model. Everyone is then contributing to the success of our early career faculty, who will then become the next generation of our mid- and senior- career faculty. It would be a college-wide goal and is more feasible when all the major stakeholders are contributing to academic success.</p> <p>Dr. Herman mentioned they have discussed models for the seed funding where it requires that a junior faculty be included on a grant.</p> <p>Dr. Chen remarked that one issue for faculty in Health & Kinesiology is getting patient participants for their research because College Station is isolated away from major medical centers. It requires connections to get access to those pools of patients long-distance. Some faculty are working with schools and have similar challenges getting into K-12 schools. Perhaps we can host a workshop every two weeks and have successful PI's discuss how these connections can be made, how participant pools can be accessed, and share their stories.</p> <p>Dr. Chen believes the Health Science Center offers seed grants to do a study with Drexel Hospital's physicians. HLKN faculty can participate in those grants, but cannot be the lead on those. We need to facilitate opportunities for junior faculty members.</p>	

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	<p>Dr. Herman agreed that we need collaborative agreements with other institutions so we have a pipeline for participants and physicians.</p>	
IX. Other Topics	<p>Dr. Herman mentioned topics he would like to include in the next meeting:</p> <ol style="list-style-type: none"> 1. Dr. Lace Chen, as the CEHD Research Fellow, will be provided with dedicated time to discuss junior faculty concerns. 2. Dr. Herman asked if it would be beneficial to discuss protections for our PI's from entities outside the university that have agendas and take issue with research that we publish. Dr. Lara-Alecio said he has some experience by serving on committees and that the university has a good team of legal experts in these areas. He agreed that having one of these experts attend our meeting to educate our faculty on this is needed. Dr. Herman will review this as a potential topic or presentation for the next meeting. <p>No other business was presented.</p>	

ACCEPTED CHANGES – CEHD COUNCIL OF PRINCIPAL INVESTIGATORS BYLAWS

Purpose of Change

#1	<p>Old Language: The CEHD Research Office shall compile the list of nominees and prepare separate ballots for each department with vacancies, and shall send a ballot to each Investigator on that department's census list.</p> <hr/> <p>New Language: The CEHD Research Office shall compile the list of nominees and prepare separate ballots for each department with vacancies, and shall send the ballots to each department head to distribute to their entire faculty.</p>	<p>The previous language limited voting to those meeting the bylaws criteria of principal investigator ("at least a Co-Principal Investigator on at least one contract or grant externally reviewed and externally funded within the previous three years.")</p> <p>This change was suggested by a department head. Eligibility to sit on the council will remain as-is, but eligibility for voting will be not limited to only those meeting that definition. Faculty actively seek external funding, and a faculty member who might not be eligible to vote this year could become PI/Co-PI the next year. For better representation and shared interest, it is suggested that all faculty be included during the voting.</p>
#2	<p>Addition of Language under Elections section of bylaws: All potential candidates should remove themselves from being included as a nominee if there are any conflicts of commitment and/or conflict of interest.</p>	<p>The CERD office is not situated to determine conflicts to eligibility, such as serving in a leadership position or personnel being out of compliance. The addition of this language is to ensure the responsibility on the department and/or the individual to determine where conflicts exist to eligibility for serving on the council.</p>
#3	<p>Old Language: Elections to replace Members whose terms have expired or to fill other member vacancies will be held by the last week of April of each year, after compilation of the census of Principal Investigators.</p> <hr/> <p>New Language: Elections to replace Members whose terms have expired or to fill other member vacancies will be held <u>by the last week of August of each year, after compilation of the census of Principal Investigators.</u></p>	<p>Discussion to be had on when the best time to run the census is. If it is run closer to the next academic year, incoming faculty that are bringing in transferred awards may be known at the department level and their addition to the census requested. These personnel are not always known in April of the previous academic year.</p>

Purpose of Change

#4	<p>Old Language: The newly elected members will be asked to attend the first CEHD CPI meeting of the year in October.</p> <hr/> <p>New Language: The newly elected members will be asked to attend the first CEHD CPI meeting of the year.</p>	<p>Removes the specific month in which the first meeting of the year must occur, since it has often occurred in September in recent years. Elsewhere in the bylaws, it stipulates that four meetings per year must be held, so the expectation is that the first meeting will still occur early in the academic year.</p>
#5	<p>Old Language: A census shall be conducted bi-annually in March by the CEHD Research Office to update the list of eligible Investigators for each eligible unit.</p> <hr/> <p>New Language: A census shall be conducted <u>in early August</u> by the CEHD Research Office to update the list of eligible Investigators for each eligible unit.</p>	<p>Discussion to be had on when the best time to run the census is, as mentioned under #3.</p>
#6	<p>Old Language: A census shall be conducted bi-annually in March by the CEHD Research Office to update the list of eligible Investigators for each eligible unit.</p> <hr/> <p>New Language: Census of Principal Investigators. A census shall be conducted in early August by the CEHD Research Office to update the list of eligible Investigators for each eligible unit.</p>	<p>This is from the same section as #5, but removes the term "bi-annually". Discussion to be had on the benefit of running the census bi-annually rather than annually in the summer.</p>

Purpose of Change

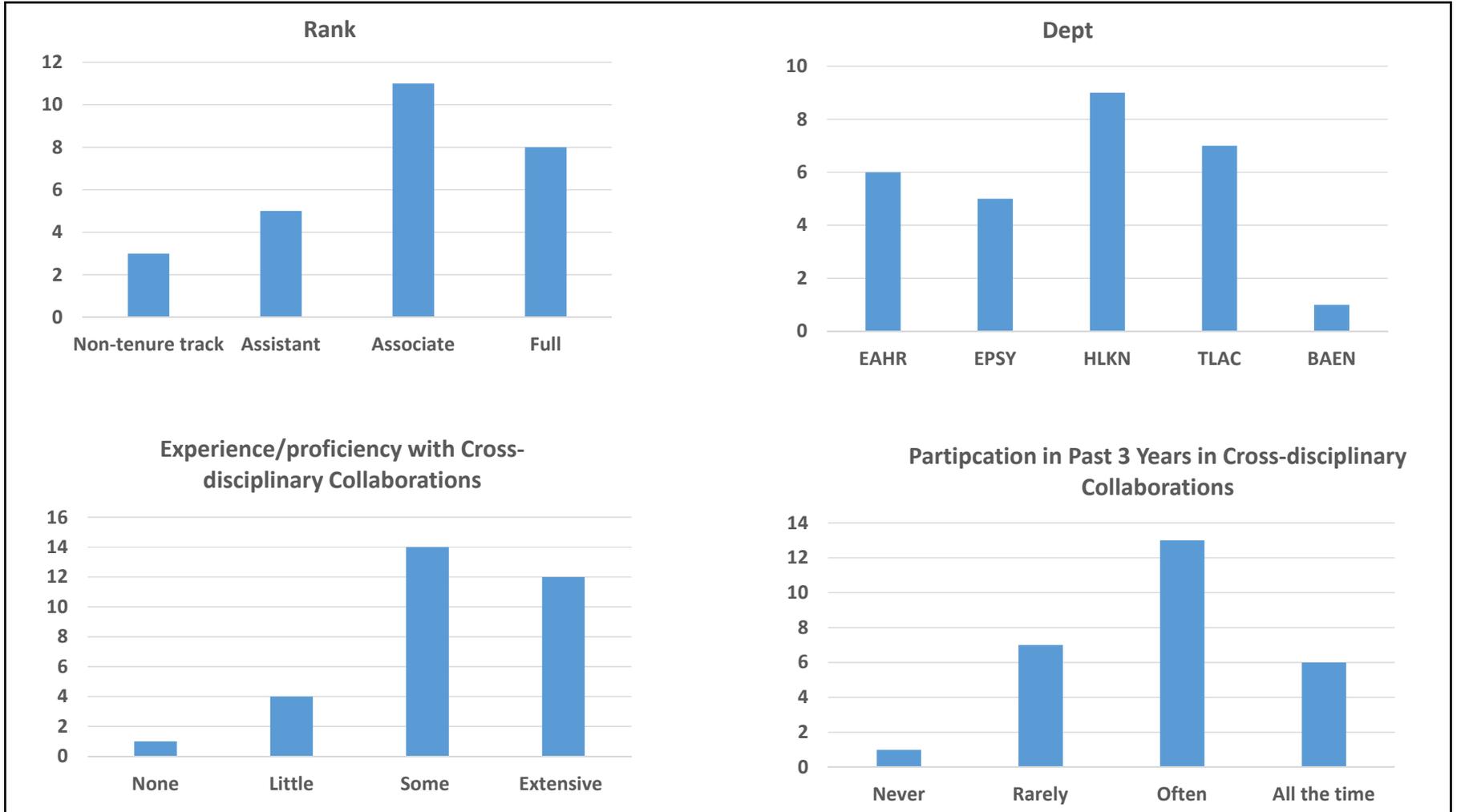
<p>#7</p>	<p>Old Language: CEHD CPI representatives will be assigned according to the formula: one seat for each N (Principal Investigators) where N will be set to allow at least one member per department and Council membership will be between 8 and 15. Election of members will be conducted by PI's within departments. When the number of Investigators in a department divided by N leaves a remainder, the department shall be entitled to an additional seat if that remainder is 0.50 or greater (e.g. 11 investigators/7 =2 seats). Nomination and election of departmental representatives should reflect, in part, PI's who are active in CEHD Centers and Institutes.</p> <hr/> <p>New Language: Seats per department on CEHD CPI will be assigned according to a formula: 1 seat per N Principal Investigators; where N will be set to allow at least 1 member per department and total Council membership will be between 8 and 15. When the number of Principal Investigators in a department divided by N leaves a remainder, the department shall be entitled to an additional seat if that remainder is 0.50 or greater (e.g. N=7, 11 principal investigators in a department / N = 1.57 = 2 seats). Election of members will be conducted by PI's within departments. Nomination and election of departmental representatives should reflect, in part, PI's who are active in CEHD Centers and Institutes.</p>	<p>Adds language to clarify the calculation, the variable N, and provide a clearer example.</p>
<p>#8</p>	<p>Old Language: Election of members will be conducted by PI's within departments.</p> <hr/> <p>New Language: Election of members will be conducted by the faculty within departments.</p>	<p>This is from the same section as #7, but changes the language to be consistent with the change suggested under #1 so that election is not limited to only those meeting the by-law criteria of principal investigators ("at least a Co-Principal Investigator on at least one contract or grant externally reviewed and externally funded within the previous three years.")</p>

Purpose of Change

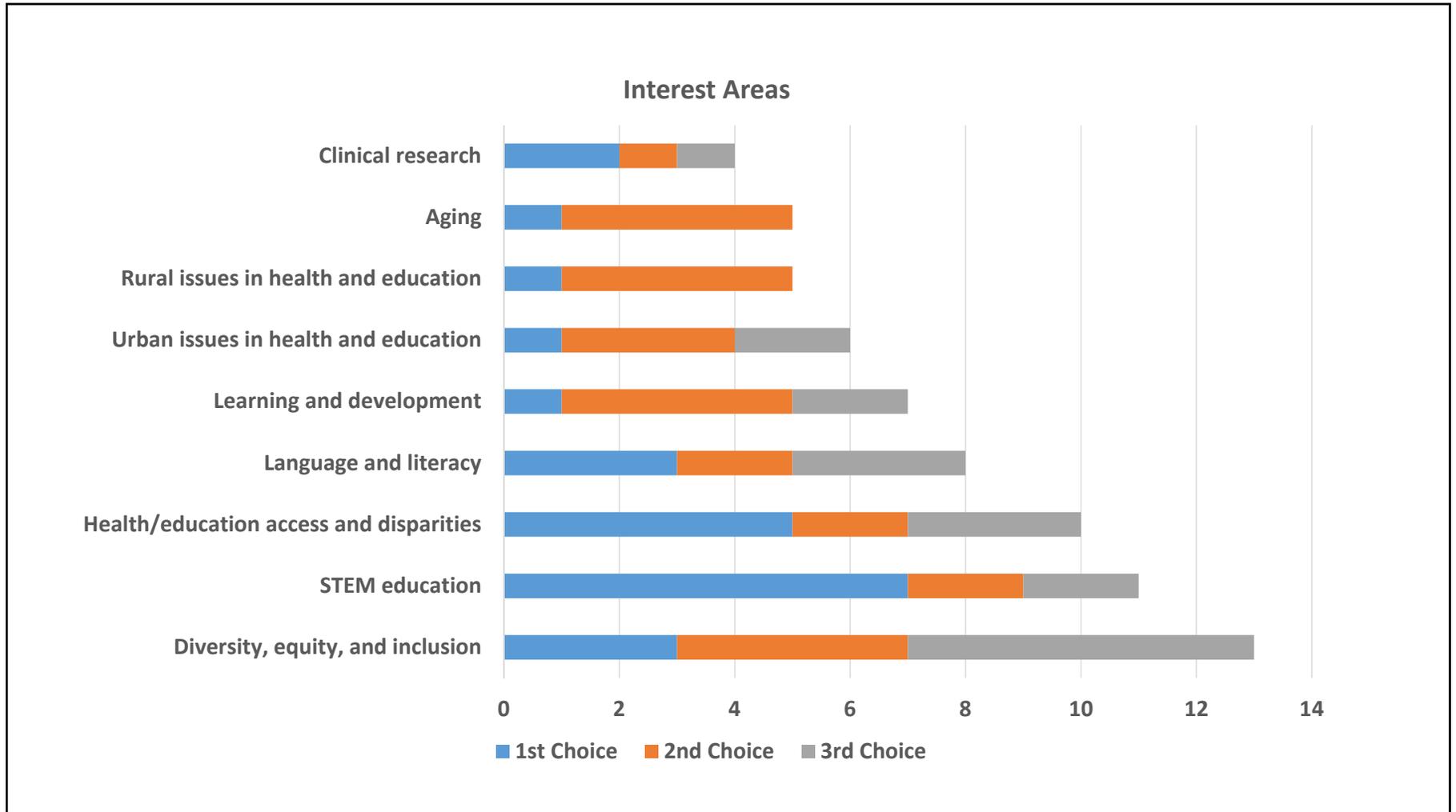
<p>#9</p>	<p>Old Language: In the event of a vacancy in the office of Vice Chair, a special election will be conducted to fill the office with a Council Member for the remainder of the vacated term</p> <hr/> <p>New Language: In the event of a vacancy in the office of Vice Chair, a special election will be conducted to fill the office with a Council Member for the remainder of the vacated term.</p>	<p>The original language was missing a period at the end of the sentence.</p>
<p>#10</p>	<p>Old Language: The Chair will insure that the census is conducted and elections held.</p> <hr/> <p>New Language: The Chair will ensure that the census is conducted and elections held.</p>	<p>Corrects the spelling to the more appropriate term "ensure".</p>

These rules and operating procedures can be changed by majority vote of a quorum at any Council meeting.

Presentation of Survey Results regarding Research Interest Groups



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