

# CPI

## Agenda

Wednesday, December 8, 2004

11:30 a.m. – 1:15 p.m., **Rm. 201 MSC**

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- I. Call to order      Dr. Jim Sacchettini, Chair
- II. Approval of November 10, 2004 minutes  
(*Attachment*)
- III. State Legislature Update  
Senator Steve Ogden
- IV. VPR Update  
Dr. Jim Calvin
- V. Compliance Update  
Dr. Mike Buckley
- VI. International Programs Office Update  
Dr. Suzanne Droleskey, Executive Director, International Programs for Students
- VII. Continued Discussions of 2004-2005 CPI Issues:
- VIII. Adjourn

CPI Meeting Minutes  
 Wednesday, November 10, 2004 11:30 – 1:15

**Members Present:**

Anderson, Evan (Joobin Choobineh)  
 Andrews, Malcolm  
 Burnett, Dave  
 Chen, Jeff  
 Derr, James  
 Gould, Jean  
 Hall, Tim, Past-Chair  
 House, Donald  
 Kapler, Geoffrey  
 Kennicutt, Chuck  
 Love, Alan  
 Meagher, Mary  
 Pillai, Suresh (Rosemary Walzem)  
 Russell, Don  
 Sacchettini, Jim – Chair  
 Scholtz, Marty  
 Shippen, Dorothy  
 Turnbull, Katherine  
 Weimer, Michael

**Guests Present:**

Calvin, Jim  
 Cantrell, Carol  
 Droleskey, Suzanne  
 Giardino, Rick (Dan Robertson)  
 Kettleborough, C.F.  
 O'Quinn, Mike  
 Rojo-Del Busto, Mario  
 Smock, Mark

**Guest Speaker:** Emily Ashworth

**CPI**

Agenda from November 10 Meeting

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- I. *Call to order*                      *Jim Sacchettini, Chair*
  
  - II. *Approval of September 8, 2004 minutes*  
     *(Attachment)*
  
  - III. *International Programs Update*  
     *Dr. Emily Ashworth, Assistant Provost - International Programs Office*
  
  - IV. *International Student Services Update*  
     *Dr. Suzanne Droleskey, Executive Director, International Programs for Students*  
     *(Attachment)*
  
  - V. *VPR Update*  
     *Dr. Jim Calvin, Executive Associate Vice President for Research*
  
  - VI. *Continued Discussions of 2004-2005 CPI Issues:*
    - a.) *University Rules and State Legislative Initiatives*
    - b.) *Discussion of Potential CPI Issues for this year*
      - 1) *Tuition remission for graduate students on stipends*
      - 2) *A system policy on P.I. rights and responsibilities*
      - 3) *University research infrastructure*
      - 4) *Position of Research Asst. Professor*
      - 5) *Out of cycle raises and promotions for people paid on grants – 5G form*
      - 6) *Regulations for grant paid employees pay for extended sick leave (pool)*
      - 7) *Define a mechanism for faculty research commercialization*
      - 8) *Other suggestions*
  
  - VII. *Actions to be taken on the following:*
    - a.) *Mission Statement amendment (Attachment)*
    - b.) *Annual Report consideration (Attachment)*
  
  - VIII. *Adjourn*

<b>Call to Order</b>	11:45 a.m.	
<b>AGENDA ITEM</b>	<b>COMMENTS</b>	<b>RECOMMENDATIONS/ACTIONS/FOLLOW-UP</b>
<b>APPROVAL OF MINUTES</b>	Minutes of the September 8, 2004 minutes were approved as written.	
<b>INTERNATIONAL PROGRAMS UPDATE – DR. EMILY ASHWORTH, ASSISTANT PROVOST – INTERNATIONAL PROGRAMS OFFICE</b>	<p>CPI Chair Jim Sacchetti introduced Dr. Emily Ashworth, Assistant Provost in the International Programs Office.</p> <p>Dr. Ashworth thanked the council for the welcome as well as for having her as a guest to the meeting. She indicated that she was actually there to ask for CPI help.</p> <p>More particularly, she would like CPI input to help address some academic issues. She asked for council members to find out from their graduate students the good things that are happening in labs, teaching, research, etc. Because the number of international applications has been going down, the university must compete for the best and brightest students. External and internal issues must be looked at.</p> <p>There have been suggestions for PIs to have an orientation to help international students understand protocols in laboratories, classrooms, etc. Jim Sacchetti also suggested that the CPI could be of service with working issues.</p> <p>Ashworth asked the CPI to think about these issues and make recommendations to her office.</p> <p>Dan Robertson pointed out that the issue of international student enrollment across the board, it has actually been a great year, but the decline has been in the total and international total. He also suggested that some peer institutions envy our smaller decline. This has been our 5<sup>th</sup> consecutive fall increase (35 applications) but we still saw a decrease of 200 in international applicants. There has been an average decline of 28% - we are competing for students with other countries such as Canada, Australia, Europe, etc.</p> <p>In response to a member question regarding the role of the Qatar campus, Dr. Ashworth explained that the graduate program in Qatar will begin when the upper division programs begin.</p> <p>Dr. Ashworth reiterated the need for a CPI involvement on these issues. International students watch how they are treated on campus; i.e. – is the campus environment welcoming to them. There has be some discussion of sending faculty to china for recruiting purposes.</p> <p>A member expressed his concern that many students get turned down because they are looking for specific “<u>climates</u>” and often, faculty have no available positions or money for assistantships. It was suggested that to help applicants consider other areas on campus and that an organized way to redirect these students is needed. There needs to be a network of information or a system that could help identify other areas where a student might be interested and where there is room. <b>Dr. Sacchetti asked any CPI members who were</b></p>	

	<p><b>interested in serving on a Graduate Education Advisory group to please contact him.</b></p>	
<p><b>VPR UPDATE – DR. JIM CALVIN, EXECUTIVE ASSOCIATE VICE PRESIDENT FOR RESEARCH</b></p>	<p>Dr. Calvin had three things to update the council with.</p> <ol style="list-style-type: none"> <li>1. A process has been reinitiated to solve the 5G situation and is moving forth with CPI participation. A “process” has been drafted for a concept of how this will work. The current driving factor is how it will fit with the current Rules and Regulations.</li> <li>2. Tuition Remission – Calvin has talked to grant administration units regarding how to put information together with as little change as possible. He indicated that they have received a favorable response. Rick Giardino is currently engaged in discussions on this and is moving forward.</li> <li>3. A document has been distributed to the deans listing equipment grant opportunities in an attempt to support Texas A&amp;M University with large equipment acquisitions. The VPR is urging initiation of conversations regarding the types of equipment needed. They also have a limited submissions attempt and are asking for “pre-proposals” by November 24. Calvin noted that there had been a change. If PIs have submitted previous NSF request with pink sheets – they may submit pink sheet in addition to a document that shows that the pink sheet recommendations have been responded to. NSF-MRI – no longer requires a match.</li> </ol>	
<p><b>INTERNATIONAL STUDENT SERVICES UPDATE – DR. SUZANNE DROLESKEY, EXECUTIVE DIRECTOR, INTERNATIONAL PROGRAMS FOR STUDENTS</b></p>	<p>Dr. Suzanne Droleskey distributed a handout detailing some new processes which will impact international students. The goals for what needed to be implemented were to minimize the negative impact that some of these changes might have on the students as well as minimize the workload on departments. The new processes are summarized as:</p> <ol style="list-style-type: none"> <li>1. Transfer of International Student Insurance Verification Duties from Health Center to ISS. The transition period will be from November 1, 2004 – February 7, 2005. During this period, both ISS and SHS will work in tandem to ensure a smooth transition. ISS will have full responsibility as of February 7, 2005. Students without evidence of insurance coverage through the spring semester will be blocked for enrollment (students will receive an e-mail notification prior to this block). The new process will include an electronic monitoring/verification system designed to eliminate the need for most students to show proof in person.</li> <li>2. SEVIS Fee Payment Options for Departments, Students and Scholars. On September 1, international students became subject to a \$100 SEVIS fee from the Department of Homeland Security which mainly affects new international students applying for their “initial” F-1 or J-1 visas at US embassies or consulates or those applying for a change of status to F-1 or J-1. The fee must be paid at least 3 days prior to the appointment at the U.S. embassy or</li> </ol>	

	<p>consulate to apply for the visa and the visa application requires proof of the payment and the SEVIS i.d. number to which the fee was paid. If a visa is denied, the student or scholar will NOT have to repay the fee to reapply as long as it is done within 12 months of the original payment. SEVIS fees are non-refundable. Droleskey shared two websites with the council. One is for step by step instructions and samples about departments paying for the SEVIS fee online with pro-cards and can be found at <a href="http://international.tamu.edu/iss/regulations/sevisfee3rdparty.asp">http://international.tamu.edu/iss/regulations/sevisfee3rdparty.asp</a> and the other website is the payment options for students or scholars and can be found at <a href="http://international.tamu.edu/iss/Webfile/Handouts/SEVIS_Fee.doc">http://international.tamu.edu/iss/Webfile/Handouts/SEVIS_Fee.doc</a></p> <p>3. Changes in New Social Security Card Application Requirements for International Students – Since October 13, 2004, there is a new Social Security Administration (SSA) requirement for international students who submit applications for Social Security Numbers (SSN). This requires students to submit two letters: one from ISS indicating the student’s eligibility to be employed by virtue of visa type and 2) the new requirement, a job offer letter from the hiring department on their letterhead containing a specific information set about the international student and the employing department (including but not limited to job titles, EIN, and contact information for the supervisor).</p> <p>Questions regarding any of these changes can be submitted to Dr. Droleskey at <a href="mailto:sdroleskey@tamu.edu">sdroleskey@tamu.edu</a> or telephone at 458-3575.</p> <p>A member raised the issue of health insurance for graduate students. Many students cannot afford the insurance. Sacchettini suggested that insurance affordability be added to the CPI issues for the year.</p>	
<p><b>CPI CONTINUED DISCUSSIONS OF 2004-2005 ISSUES</b></p>	<p>Recommendations formulated for consideration at the previous CPI meeting included University Research Infrastructure. This seems to be a big issue and the question is not how to deal with IDC as everyone has a different plan for IDC monies, therefore, not much progress has been made.</p> <p>Mike O’Quinn affirmed that Senator Steve Ogden would be in attendance at the December 8 meeting. O’Quinn suggested that many of the issues discussed with the council will probably become a major issue statewide. The Faculty Senate has also expressed concern with these same issues, including ATP/ARP and would like to share w/Ogden how the university has been affected. O’Quinn stated that Senator Ogden understands the value of what the university is about and expressed that Ogden hears the same requests on a regular basis and suggested that the CPI speak to him with this in mind. It might also be helpful to put a list together to send with him so that he might walk away knowing our top issues. O’Quinn suggested discussing this with colleagues and departments.</p>	
<p><b>ADJOURN</b></p>	<p>The actions on the Mission Statement amendment and the Annual Report consideration were tabled until December 8, 2004. The meeting adjourned at</p>	

	1:17 p.m.	
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