

CPI

Agenda

Wednesday, March 9, 2005

11:30 a.m. – 1:15 p.m., **Rm. 230-231 MSC**

- I. Call to order Dr. Jim Sacchettini, Chair
- II. Approval of February 9, 2005 Minutes
(*Attachment*)
- III. Student Research Week Update
Ms. Sara Jordan, Graduate Student Council
- IV. Undergraduate Research
Dr. Bob Webb, Associate Dean for Undergraduate Research
- V. VPR Update
Dr. Jim Calvin, Executive Associate Vice President for Research
- VI. Graduate Studies Update
Dr. Rick Giardino, Dean of Graduate Studies
- VII. Compliance Update
Ms. Angelia Raines, Director of Compliance
- VIII. International Programs Office Update
Dr. Suzanne Droleskey, Executive Director, International Programs for Students
- IX. International Services Update
Mr. Mario Rojo del Busto, Director of International Services
- X. Development Update
Mr. Henry Nemcik, Assistant Vice President for Development & Campaign Director
- XI. Start Up Fees for New Hires
Dr. Jim Sacchettini
- XII. Nominations for CPI Members
Dr. Jim Sacchettini
- XIII. Continued Discussions of 2004-2005 CPI Issues
- XIV. Adjourn

**COUNCIL OF PRINCIPAL INVESTIGATORS
FEBRUARY 12, 2005
MINUTES**

MEMBERS PRESENT	MEMBERS NOT PRESENT	GUESTS PRESENT	INVITED GUESTS PRESENT
Andrews, Malcolm Burnett, Dave Chen, Jeff Campbell, Lisa Eisele, William Ficht, Tom Gibson, Richard Hall, Timothy (Past-Chair) House, Donald Kaplan, Howard Kapler, Geoffrey Love, Alan Pillai, Suresh Sacchettini, Jim (Chair) Scholtz, Marty Sevick-Muraca, Eva Shippen, Dorothy	Anderson, Evan Blasingame, Tom (Vice-Chair) Delp, Michael Derr, James Gould, Jean Gregory, Steve Kennicutt, Chuck Meagher, Mary Russell, David Russell, Don Turnbull, Katherine Weimer, Michael	Bazer, Fuller Buckley, Mike Calvin, Jim Droleskey, Suzanne Kettleborough, C.F. Nemcik, Henry Rojo-del Busto, Mario Smock, Mark	Merilee Bresciani Charlie Hrcir David Maggard Robin Woods

CALL TO ORDER	The meeting of the Council of Principal Investigators was called to order at 11:45 a.m.
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AGENDA ITEM	COMMENTS	RECOMMENDATIONS/ACTIONS/FOLLOW-UP
APPROVAL OF MINUTES	CPI Chair Sacchettini asked members to review the minutes and approve these via e-mail.	
SYSTEM AUDIT PRESENTATION - MR. CHARLIE HRNCIR, MS. ROBIN WOODS AND MR. DAVID MAGGARD	<p>System Auditors Mr. Charlie Hrcir, Ms. Robin Woods and Mr. David Maggard presented information on system audits, Internal audit responsibility, typical auditable units and some basic risk factors that would indicate a need for audit. Handouts were provided detailing information that a P.I. would need to know; the annual audit plan and a basic overview of planning and fieldwork with a risk assessment model</p> <p>Ms. Woods explained that there is a hotline to use to anonymously report suspected fraudulent or criminal activity.</p> <p>A question was raised about whether or not a PI is notified if their project is a target for auditing. Ms. Woods explained that, depending on the involvement, the PI is the last to know.</p> <p>A member suggested that a PI with federal funding, who is</p>	

	<p>obviously worthy of said funding, should be above reproach and/or at least contacted. ?</p> <p>The auditors also provided information of common themes from recent audits, the reporting process and employee responsibilities.</p>	
<p>ASSISTANT VICE PRESIDENT FOR INSTITUTIONAL ASSESSMENT – DR. MARILEE BRESCIANI</p>	<p>Dr. Marilee Bresciani gave an update of the current activities in the Office of Institutional Assessment. The goal of this office is to put meaningful data behind the excellence. Dr. Bresciani’s office tries to determine what data is missing and whether or not individual colleges need to coordinate their own assessments. There is also a concern that not all faculty understand how best to evaluate how students learn.</p> <p>A question was raised about diversity in faculty ranks; is the university meeting the 2020 goals with the current faculty reinvestment plans? Dr. Bresciani answered that there is a new task force that has been put together to determine exactly that. She also commented that she would see that a CPI member is placed on this committee.</p> <p>A concern was raised that the goals listed in the 2020 were not being aggressively sought concerning faculty reinvestment and that the process is already half-way complete.</p> <p>Another suggestion was made to determine, with every offer that was made, what were the reasons for the offers that were turned down.</p>	<p>CPI member to be placed on diversity task force.</p>
<p>COMPLIANCE UPDATE – FULLER BAZER</p>	<p>Dr. Fuller Bazer updated the council on the current director search in the Compliance Office. Olivia Ash is the current acting director. Interviews are currently taking place and an announcement should be made by the last week of February.</p> <p>Dr. Tim Hall raised a question regarding transporting laboratory materials (i.e. blood samples), which are expensive to mail out of the country, but now expensive to mail across campus as well.</p> <p>Dr. Bazer stated that Mr. Chris Meyer, the Director of Environmental Health and Safety, would be an ideal individual to speak with regarding the transportation of hazardous materials or chemicals. It was suggested to add him to the agenda for the next CPI meeting.</p> <p>Dr. Sacchetti also suggested holding workshops for faculty, through Mr. Meyer’s office and the Vice President for Research office to give an update and overview on transporting laboratory materials.</p>	<p>Chris Meyer added to the April agenda.</p>
<p>VPR UPDATE – JIM CALVIN, EXECUTIVE</p>	<p>Dr. Calvin gave a Power Point presentation on changes to the</p>	

ASSOCIATE VICE PRESIDENT FOR RESEARCH

Limited Submission Process (he also presented this to the CPI).

The Office of Sponsored Projects, through VPR, currently disseminates the information and coordinates with the Research Foundation, TAES, TEES, TTI, and HSC for the limited submission selection process.

There are three types of limited submission opportunities:

- 1) Individual/small team efforts (*RESEARCH PROJECTS*)
- 2) Efforts benefiting from broad partnerships (*COLLABORATIVE RESEARCH PROJECTS*)
- 3) Institutional initiatives benefiting from administrative coordination

The goal is to maximize PI proposal development time (by announcing new opportunities within 2 weeks of agency release and allowing a minimum of 2 weeks for pre-proposal development, although the goal is to announce the opportunities within as short a time frame as possible).

There was a lot of roundtable discussion on this topic, which raised such issues as:

- Enforcing less time restriction;
- Making the announcement more condensed;
- Selecting the review panel so that proposal selection is fair and accurate, and that appropriate faculty are included;
- Establishing a notification process;
- Providing a process for resubmissions and competitive renewals - for a resubmission, PIs should provide a report and identified proposed changes; for a renewal PIs should provide a description outcome of the previous project;
- Deciding whether or not a proposal should first go through a pre-evaluation screening process, through the Dean's office (this suggestion was mostly objected to); and
- Preparing PIs further in advance (the consensus was that for Centers, more notice is necessary, but for smaller research projects, extensive preparation may be disregarded by the PIs, so this notice would not be necessary).

	<p>Dr. Calvin next showed the group the pre-proposal form that should be used.</p> <p>The group agreed that the most important goal is to standardize the limited submission process.</p>	
NEW BUSINESS	<p>Dr. Tim Hall announced that he was asked by Dr. Dan Robertson, Assistant Dean, Office of Graduate Studies, to participate in a subcommittee of the International Programs Enhancement and Coordination Committee (IPECC). They have dealt with several issues that affect international student recruitment. A copy of their draft report is attached.</p> <p>In addition, questions were raised about grad student parking, especially during intersession. As a result, Transportation Services is working out a scheme by which students can use parking spaces that are OK for night parking to be OK during the day over intersession. The subcommittee also discussed TOEFL and ELI. As a result, ELINTS will be an acceptable alternative to TOEFL. ELI has reduced their course fee and will undergo review.</p>	
ADJOURNMENT	<p>The meeting adjourned at 1:30</p>	