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CPI Newsletter – September 2024

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**2024-2025 CPI roster:** Chair — Robin Page, *Nursing* • Vice-Chair — Jorge Alvarado, *Engineering* • Past Chair — Jessica Bernard, *Arts & Sciences* • *Agriculture & Life Sciences* — Giri Athrey, Rodolfo Cardoso, Courtney Daigle, Bruce Herbert, Sarah White-Springer, Guoyao Wu • *AgriLife Extension* — Tim Hartmann, Jamie Rae Walker • *AgriLife Research* — Katie Lewis, Anil Somenahally, Qingwu Xue • *Architecture* — Michelle Meyer • *Arts & Sciences* — Janet Bluemel, Rebecca Brooker, Mary Campbell, Jessica Fitzsimmons, Jean-Luc Guermond, Wenshe Liu, Annmarie MacNamara, Theresa Morris, Henry Potter • *BUSH* — Laura Dague • *Dentistry* — Hua Zhang • *Education & Human Development* — Paul Hernandez, Gwendolyn Webb • *Engineering* — Daniel Alge, Jorge Alvarado, Suman Chakravorty, Jaime Grunlan, Drew Hamilton, Tracy Hammond, Xingmao 'Samuel' Ma, Jean Ragusa, Nitesh Saxena\* (\*alt. for Daniel Jiménez) • *Law* — Felix Mormann • *Mays Business* — Katy Lane • *Medicine* — Helene Andrews-Polymenis, Sanjukta Chakraborty, Shannon Glaser • *Performance, Visualization & Fine Arts* — Courtney Starrett • *Pharmacy* — Dai Lu • *Public Health* — Gang Han • *TAMU at Galveston* — Irfan Khan • *TAMU at Qatar* — Nimir Elbashir • *TEES* — Keith Biggers, Nathan Tichenor • *TTI* — Edith Arámbula Mercado, Brianne Glover, James Kovar • *University Libraries* — Laura Sare • *Veterinary Medicine* — Joe Arosh, Dana Gaddy, Jamie Thompson

*The CPI is sponsored annually through funding from Texas A&M University, Texas A&M AgriLife, Texas A&M Engineering Experiment Station, and the Texas A&M Transportation Institute*

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## Update from Dr. Robin Page, 2024-2025 CPI Chair

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**September CPI News** – The new 2024-2025 Council of Principal Investigators Executive Committee (CPI-EC) met with administrative leadership on Wednesday, September 4, 2024. The agenda topics of conversations consisted of the Research Development Fund 4.0 Proposal, an update on Facilities and plans for the future followed by an update on research personnel titles and implementation from Human Resources and concluding with a brief update on Research Security from the Security and Export Controls, Division of Research Office.

Elections for the 2024-2025 have been completed and the entire CPI membership effective September 1, 2024 can now be found at <https://cpi.tamu.edu/council-membership/council-membership/2024-2025-council-membership/p> – [Council of Principal Inv\(tamu.edu\)](https://cpi.tamu.edu/council-membership/council-membership/2024-2025-council-membership/p). Congratulations to all the newly elected CPI Representatives. CPI's 2024-2025 new Vice Chair and Executive Committee have all been finalized. Congratulations to Dr. Jorge Alvarado as being elected as the 2024-2025 CPI Vice Chair. The complete list of this year's Executive Committee can be found at [https://cpi.tamu.edu/council-membership/executive-committee/2024-2025-executive-committee-ec/Principal Investigators \(tamu.edu\)](https://cpi.tamu.edu/council-membership/executive-committee/2024-2025-executive-committee-ec/Principal%20Investigators)

All PIs are encouraged to communicate with their representatives to bring forward items of concern or interest for the research community. Please continue to bring research-related issues (and solutions) to my attention at [CPI@tamu.edu](mailto:CPI@tamu.edu) or to any of the CPI Representatives within your colleges. Look forward to the academic year and working collaboratively with the PI Community in order that we continue to push the research enterprise forward for larger opportunities for all researchers, while minimizing administrative burdens on the PIs.

Reminder: The CPI General meetings are typically the second Wednesday of each month at 11:30AM, Rudder 601 and there are Zoom options for guests if interested in listening to any of the CPI General Meetings. The monthly CPI General meeting details can be found at: <https://cpi.tamu.edu/meetings/general-meetings/2024-2025-general-meeting-schedule/edule> – [Council of Principal Investigators \(tamu.edu\)](https://cpi.tamu.edu/meetings/general-meetings/2024-2025-general-meeting-schedule/edule)

The next scheduled meeting will be Wednesday, October 9, 2024. Again, please contact me Robin Page, CP Chair, Dr. Jorge Alvarado, CPI Vice-Chair at [CPI@tamu.edu](mailto:CPI@tamu.edu), or Rebecca Luckey, CPI Coordinator, [rluckey@tamu.edu](mailto:rluckey@tamu.edu) or 979.862.9166, for more information or to suggest agenda items for our monthly meetings.

### J-1 Scholar Operational Fee

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International Student & Scholar Services (ISSS) is responsible for coordinating the [U.S. Department of State J-1 Exchange Visitor Program](https://www.dhs.gov/j-1) for all of Texas A&M University, including Engineering, AgriLife, TTI, College Station, Galveston, the School of Law, and the Health Science Center. In 2019, the \$350 J-1 Scholar Operational Fee was established as a required fee for [J-1 professors, researchers, short-term scholars, and student interns](#). This fee is for cultural programming and services rendered to J-1 scholars by ISSS throughout their experience at Texas A&M University.

As documented in the attached memo, ISSS recently established an official record of approval for the J-1 Scholar Operational Fee. This memo also establishes the following expectations:

- The hosting department, college, or school, not the J-1 exchange visitor, is responsible for paying the fee.
- The hosting unit does not have to pay the fee until after the J-1 exchange visitor arrives in the United States.
- The hosting unit must pay the fee within 30 days after the J-1 exchange visitor arrives in the United States.
- The hosting unit must pay the fee through the TAMU Marketplace using a credit card.
  - International Student and Scholar Services (ISSS) will not accept any other forms of payment.

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- The direct link is <https://tamu.estore.flywire.com/immigration-services-for-faculty-and-scholars/j-1-operational-fee-17454>.

ISSS recognizes that the expectations outlined above differ from current practices in some campus units, so we are communicating these changes now with the intent to implement these expectations consistently across all campus units effective October 1, 2024. Please share this notification email with all stakeholders impacted by the changes above. If needed, please adjust any internal forms or processes to align with the new expectations before October 1<sup>st</sup>.

As a general reminder, the J-1 exchange visitor program is managed by the U.S. Department of State (DOS). The J-1 exchange visitor program's main purpose is to be an educational and cultural exchange program. The primary purpose is not employment, though employment is permitted in many categories. DOS is very engaged in monitoring the experience of J-1 exchange visitors in the U.S. and requires host institutions to provide cultural programs, orientation, and support services. ISSS and Texas A&M University are required to comply with the [DOS Incident Report Rubric](#).

For additional information, see the J-1 Scholar Operational Fee memo approved and signed by Dr. Alan Sams, Executive Vice President and Provost, dated July 31, 2024.”

Please email us at [j1scholars@tamu.edu](mailto:j1scholars@tamu.edu) if you have any questions about the J-1 Scholar Operational Fee or any other matter related to the J-1 exchange visitor program at Texas A&M University.

## **NIH’s Adoption of Common Forms for Biographical Sketch and Current and Pending (Other) Support by May 25, 2025**

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May 25, 2025 may seem a long way off but NIH wants to give researchers an early notice of this coming change so that they will have time to prepare.

- NIH will require the use of **Science Experts Network Curriculum Vitae (SciENcv)** to complete Common Forms (i.e., Biographical Sketch, Current and Pending (Other) Support) and the NIH Biographical Sketch Supplement to produce digitally certified PDF(s) for use in application submission.
- NIH will require all Senior/Key Personnel to enter their ORCID ID into SciENcv in the Persistent Identifier (PID) section of the Common Forms.
- NIH will require all Senior/Key Personnel to link their ORCID ID to their eRA Commons Personal Profile.
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NIH currently plans to continue collecting three required agency specific data elements (i.e., Personal Statement, Contributions to Science, and Honors) to assess qualifications. These data elements will be collected separately from the Common Forms on a new NIH Biographical Sketch Supplement.

**If the application due date is on or before May 24, 2025, you must continue using the current NIH Biosketch and Other Support format pages for applications, Just-in-Time (JIT) and RPPRs.**

## **AnSRS4u Presentation Available on Demand: HOWDY Faculty Onboarding at TAMU**

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If you were not able to watch this presentation live, you have the opportunity to watch it on demand via the SRS website at [AnSRS4U – Sponsored Research Services \(tamu.edu\)](#)

Hear about the many considerations that departments need to be aware of to prepare for the arrival of new faculty. If the faculty member has existing sponsored research projects SRS needs to be contacted to facilitate the transfer options for the projects.

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## NSF Spring Grants Conference Available for Viewing OnDemand

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The U.S. National Science Foundation (NSF) held the **Spring 2024 NSF Grants Conference** in Philadelphia, PA, from June 3 – 5, 2024. All conference sessions are now available for viewing on demand in the Resource Center at [Resource Center – NSF Policy Office Outreach \(nsfpolicyoutreach.com\)](https://nsfpolicyoutreach.com)

## NIH Simplified Peer Review Framework

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NIH is simplifying peer review for most research project grants (RPGs) **for application due dates of January 25, 2025** or later in order to address the complexity of the peer review process and the potential for reputational bias to affect peer review outcomes.

The Simplified Framework for NIH Peer Review Criteria retains the five regulatory criteria (Significance, Investigators, Innovation, Approach, Environment) but reorganizes them into three factors — two will receive numerical criterion scores and one will be evaluated for sufficiency.

All three factors will be considered in arriving at the Overall Impact score. The reframing of the criteria serves to focus reviewers on three central questions reviewers should be evaluating: How important is the proposed research, how rigorous and feasible are the methods, and whether the investigators and institution have the expertise/resources necessary to carry out the project.

- Factor 1: Importance of the Research (Significance, Innovation), scored 1-9
- Factor 2: Rigor and Feasibility (Approach), scored 1-9
- Factor 3: Expertise and Resources (Investigator, Environment), to be evaluated as either sufficient for the proposed research or not (in which case reviewers must provide an explanation)

The change to having peer reviewers assess the adequacy of investigator expertise and institutional resources as a binary choice is designed to have reviewers evaluate Investigator and Environment with respect to the work proposed. It is intended to reduce the potential for general scientific reputation to have an undue influence

## NIH Moving to Updated Application Forms

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Concurrent with implementation of the simplified review framework, NIH is transitioning to updated application forms (FORMS-I)

- **FORMS-I application forms must be used for applications with due dates on or after January 25, 2025.**
- The updated forms and instructions will be available in the Fall of 2024.
- See Forms-I Notice ([NOT-OD-24-086](#)) for more information

## Announcing SRS Customer Survey

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Announcing TAMU Sponsored Research Services (SRS) Customer Service Survey at Time of Service. SRS wants to make it convenient for our customers to provide feedback to SRS at the time of service. To do this our employees have a link to the survey in their email signature block as shown below.

🌟 We Value Your Feedback! 🌟

📄 [Take Our Quick Survey](#): What do you think of our organization? Please let us know.

The survey will take from less than 30 seconds to one or two minutes depending on how much detail you want to provide. There are only two required questions to identify the functional area you want to comment on and your rating of our services. There are two optional questions if you want to provide comments or

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suggestions on how we can improve and tell us what we are doing well. The survey is anonymous. There is an option to add your name and email address if you would like a response from SRS.

We look forward to receiving your feedback on our services.

## **On Demand AnSRS4U Presentation on SRS Updates Metrics**

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If you were not able to watch this presentation live, you have the opportunity to watch it on demand via the SRS website at [AnSRS4U – Sponsored Research Services \(tamu.edu\)](https://www.tamu.edu/srs)

In addition to an overall update from SRS the presentation covers selected SRS metrics. Tune in and find out how many proposals SRS submits annually and how many are submitted for each member? How many project set ups did the AASET team accomplish? What is the volume of negotiated contracts? The presentation will also address questions that were received during the recent CPI survey. The presenter is Kristi Billinger, Associate Vice President and Executive Director of SRS.

## **Sign up for Certified Research Administrator**

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TAMU Sponsored Research Services (SRS) beginning August 6, 2024 will host a series of 13 weekly review sessions in preparation for the Certified Research Administrator (CRA) exam. This certification is designed for staff who work in the field of research administration. These sessions will be held via Zoom on Tuesdays from noon to 1:15pm. The review program consists of weekly presentations and additional study material. Even if you are not planning to take the exam, the review sessions will provide you with an opportunity to increase your knowledge on a number of research administration topics.

The sessions are open to all TAMUS staff whether you are currently planning to take the exam or not. Please send email to David Hollingsworth, [dhollingsworth@tamu.edu](mailto:dhollingsworth@tamu.edu) if you want to participate in the review sessions.

## **Postdoctoral Research Symposium – September 16<sup>th</sup>**

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Please join us on **Monday, September 16<sup>th</sup>** for the upcoming Texas A&M University **8<sup>th</sup> Annual Postdoctoral Research Symposium** that will be held at the Memorial Student Center Bethancourt Ballroom (room 2300) starting at 1 pm. Sixty-five postdoctoral scholars from across Texas A&M University will present their research during flash talks and poster presentations.

Postdoctoral scholars are highly skilled individuals that contribute to the success of the research enterprise at Texas A&M. Please plan to attend and support our postdoctoral community!

Register here: <https://u.tamu.edu/Symposium-Registration>

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## Biosafety Updates

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### Reminder: Updated NIH Guidelines Become Effective September 30, 2024

An important reminder to Principal Investigators that the recently amended [NIH Guidelines for Research Involving Recombinant or Synthetic Nucleic Acid Molecules](https://osp.od.nih.gov/wp-content/uploads/NIH_Guidelines.htm) (https://osp.od.nih.gov/wp-content/uploads/NIH\_Guidelines.htm) go into effect September 30, 2024. The Office of Biosafety would like to highlight two revisions in the *NIH Guidelines* that are most likely to impact researchers, which include the following:

- Including minimum containment requirements for research involving gene drives (e.g., transgenic plants and animals generated with gene drive elements).
  - All experiments involving gene drive modified organisms must be performed at a minimum of BSL-2 containment.
- Changing the use of the term “helper virus” to “helper system” when considering the potential for replication deficient viruses to become replication competent viruses.
  - This change will result in an exception to certain exemptions previously allowed under the *NIH Guidelines* (e.g., certain replication incompetent viral vectors may require full committee review at an IBC meeting)

Full details of the revisions are available in the [Federal Register Notice](https://www.federalregister.gov/documents/2023/08/10/2023-17178/national-institutes-of-health-nih-office-of-science-policy-osp-proposed-changes-to-the-nih) (https://www.federalregister.gov/documents/2023/08/10/2023-17178/national-institutes-of-health-nih-office-of-science-policy-osp-proposed-changes-to-the-nih) that was posted at the time the amendments were under proposal.

Please contact Dr. Jessica Bourquin, Director of Biosafety at [jrbourquin@tamu.edu](mailto:jrbourquin@tamu.edu) or at 979-845-7189 for questions or concerns.

### Annual Biosafety Fair

The American Biological Safety Association (ABSA) International is celebrating the 11th anniversary of Biosafety and Biosecurity Month in October 2024. In honor of Biosafety and Biosecurity Month, and in the spirit of a fun, safe, fall season, the Texas A&M Office of Biosafety will be hosting its inaugural Biosafety and Occupational Health Fair.

Please join us for Food, Games, Biosafety Swag, and More!

**October 30, 2024**

**9:00am – 2:00pm**

**Interdisciplinary Life Sciences Building (ILSB)**

Please contact [biosafety@tamu.edu](mailto:biosafety@tamu.edu) for questions or see attached flier.

## Animal Welfare Updates

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### Huron IACUC Transition

The Animal Welfare Office (AWO) is pleased to announce the initiation of the transition to the Huron Institutional Animal Care and Use Committee (IACUC) module. The implementation process is expected to take 10 to 12 months and will replace the current iRIS platform. Investigators interested in testing and/or providing input into the AUP conversion process are encouraged to contact the AWO at [animalcompliance@tamu.edu](mailto:animalcompliance@tamu.edu) or 979.845.1828. Additional details will be provided to the research community as the timeline develops.



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## Focus on IACUC Guidelines - Tracking and Reporting of Animal Numbers

Institutional Animal Care and Use Committee (IACUC) Guidance on procedural standards for animal activities is available on a wide variety of topics. Investigators are invited to view new IACUC Guidance on the tracking and reporting of animal numbers as described in TAMU-G-006 *Guidelines for Animal Counting and Reporting of Animal Usage*. Federal regulation requires that animal use protocols specify and include the rationale for the number of animals needed in support of the IACUC approved activities. These standards implicitly require that institutions establish mechanisms to monitor and document animal usage to avoid the use of animals in numbers that exceed the number estimated in the approved AUP. IACUC Guidance may be found on the Animal Program web page: <https://vpr.tamu.edu/animals-in-research-and-teaching/texas-am-iacuc-guidance/>. Please contact the AWO at [animalcompliance@tamu.edu](mailto:animalcompliance@tamu.edu) or 979.845.1828 if you have questions or need assistance with implementing IACUC procedural standards.

## PI Orientation

New investigators are invited to participate in a New PI Orientation from the Animal Welfare Office (AWO) to streamline animal compliance tasks. This individualized support moves users from start to finish, directing the creation of a sound application submission founded in current IACUC expectations and federal regulation. Your animal work will be complemented by our customizable tools and records. For more information or to schedule orientation, please contact the AWO at [animalcompliance@tamu.edu](mailto:animalcompliance@tamu.edu) or 979.845.1828.

## Understanding Changes in IACUC Submission Expectations to Reduce Unexpected Delays

To ensure animal use protocol (AUP) submissions are consistent with the latest IACUC expectations, and current regulatory and accreditation requirements, investigators are encouraged to reach out to the Animal Welfare Office (AWO) for support and assistance. The AWO can share their valuable insights about the IACUC review process so investigators can save time, reduce delays and obtain a greater understanding of what is the IACUC expects. Please contact the AWO at [animalcompliance@tamu.edu](mailto:animalcompliance@tamu.edu) or 979.845.1828 if you have questions or would like assistance.

## Human Research Protection Program Updates

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### HUMAN RESEARCH PROTECTION PROGRAM UPDATE ON THE CLOSURE OF LEGACY IRB STUDIES

December 11, 2024 marks the one-year anniversary of Texas A&M's conversion to Huron's IRB module. Consistent with previous communications and postings on the HRPP website, the IRB office will begin administratively closing **legacy studies** on December 12, 2024 if there has been no communication or updates from the study team since the Huron conversion.

Once a study is closed, all research activities involving human subjects must stop, and investigators will need to submit a new IRB application in Huron to conduct research involving human participants. See, [Huron Knowledge Center – Division of Research \(tamu.edu\)](https://vpr.tamu.edu/human-research-protection-program/huron-knowledge-center/) or <https://vpr.tamu.edu/human-research-protection-program/huron-knowledge-center/>

A **legacy study** is an IRB protocol that was initially approved in iRIS and migrated to Huron during the conversion. All IRB studies, including legacy studies, are required to undergo an annual continuing review or administrative check-in.

To avoid the unintended administrative closure of a legacy study, **investigators must submit both an annual continuing review or administrative check-in and a modification to finish populating the IRB application on or before December 11, 2024.** Click [here \(https://vpr.tamu.edu/wp-content/uploads/2023/06/REV\\_Legacy-Studies.pdf\)](https://vpr.tamu.edu/wp-content/uploads/2023/06/REV_Legacy-Studies.pdf) for step-by-step instructions on how to submit your first modification to a legacy study in Huron. This instructional material will also guide you on how to submit your first annual review for a legacy study.

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**No action is required for investigators who already submitted a continuing review or an administrative check-in for their legacy study in Huron. These studies will not be administratively closed.**

If you have any questions, please contact Dr. Denise Puga at [denisepuga@tamu.edu](mailto:denisepuga@tamu.edu) or 979 458-5590.

## **Pre-Approval Requests for FY25**

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A friendly reminder that Pre-Approval Requests (PARs) are required for activities that fall under A&M System Regulations [31.05.01 Faculty Consulting and/or External Professional Employment](#) and [31.05.02 External Employment](#) and [University Rule 31.05.01.M1 Faculty Consulting and/or External Professional Employment](#). PARs must be submitted and approved prior to the activity and are submitted via Huron. Pursuant to the referenced regulations, PARs are only valid for each fiscal year, and must be resubmitted each year for ongoing activities. For FY25 (9/01/2024 – 8/31/2025), PAR submissions to request authorization to engage in outside activities opened in Huron on **July 1, 2024**. Please see our [website](#) for guidance regarding outside activities. We have included user guides related to the submission and review of PARs below:

- Pre-approval Request Reviewer's Guide [\[PDF\]](#)
- Pre-approval Request User's Guide [\[PDF\]](#)
- Create a Copy of an Existing Pre-Approval Request User's Guide [\[PDF\]](#)

Training is available regarding how to submit both a Disclosure and a Pre-Approval Request (PAR). Please reach out to our office with any questions, or if you would like to schedule a training for your office/unit/department. [coi@tamu.edu](mailto:coi@tamu.edu)

## **National Academies Sciences, Engineering, Medicine 2024 Consensus Study Report**

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The U.S. science, technology, engineering, and mathematics (STEM) workforce plays a vital role in fostering and sustaining innovation, economic competitiveness, and national security. This workforce currently depends, and for the foreseeable future will depend, on both international and domestic talent. Foreign STEM talent contributes to domestic innovation, economic growth, and U.S. leadership in science and technology and also expands perspectives and networks essential to future scientific collaborations and discoveries.

At the request of the U.S. Department of Defense, this report reviews foreign and domestic talent or incentive programs and their corresponding scientific, economic, and national security benefits. International Talent Programs in the Changing Global Environment makes recommendations to improve the effectiveness of U.S. mechanisms for attracting and retaining international students and scholars relative to the programs and incentives other nations use to support national research capabilities, especially in national security and defense-related fields.

To receive a copy of the new Consensus Study Report, find the link below:

[https://nap.nationalacademies.org/catalog/27787/international-talent-programs-in-the-changing-global-environment?utm\\_source=NASEM+News+and+Publications&utm\\_campaign=5129817aeb-EMAIL\\_CAMPAIGN\\_2024\\_09\\_03\\_01\\_53&utm\\_medium=email&utm\\_term=0\\_-5129817aeb-%5BLIST\\_EMAIL\\_ID%5D&mc\\_cid=5129817aeb&mc\\_eid=bbc948d2fd](https://nap.nationalacademies.org/catalog/27787/international-talent-programs-in-the-changing-global-environment?utm_source=NASEM+News+and+Publications&utm_campaign=5129817aeb-EMAIL_CAMPAIGN_2024_09_03_01_53&utm_medium=email&utm_term=0_-5129817aeb-%5BLIST_EMAIL_ID%5D&mc_cid=5129817aeb&mc_eid=bbc948d2fd)



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## Limited Submission Proposal Opportunities

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The Division of Research has a limited proposal submission and review portal. The system will be used for limited submissions and most internal grant programs. You will find available opportunities at: <https://tamu.infoready4.com/#limitedsubmissions>. If you have any questions, please contact [limitedsubmissions@tamu.edu](mailto:limitedsubmissions@tamu.edu).

## Proposal Assistance for Large Multidisciplinary Funding Opportunities

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The Division of Research, Research Development Services, offers free assistance to teams pursuing large multidisciplinary funding opportunities. To learn more about the types of assistance offered or to request assistance, [click here](#)

## Bulletin for Principal Investigators

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The Division of Research at Texas A&M University publishes a weekly bulletin about research. The Research Bulletin accepts news items about researchers and their teams from the colleges, schools, campuses and agencies within the Texas A&M research enterprise, including honors, funding, presentations, and appearances in news media. To subscribe or unsubscribe to the Research Bulletin, email: [research-communications@tamu.edu](mailto:research-communications@tamu.edu).


## Innovation and Commercialization at Texas A&M University

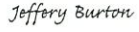
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Follow us on social media @TAMInnovation and [subscribe to our mailing list](#) to stay up to date on news and timely information related to innovation and commercialization at The Texas A&M University System.

July 31, 2024

**MEMORANDUM**

**TO:** Dr. Alan Sams   
Executive Vice President & Provost

**THROUGH:** Mr. Jeff Burton   
Deputy Chief Financial Officer

**FROM:** Dr. Holly Hudson   
Associate Vice President for Global Engagement

**SUBJECT:** J-1 Scholar Operational Fee

The purpose of this memo is to establish an official record of approval for the J-1 Scholar Operational Fee and to establish the following expectations:

- The hosting department, college, or school, not the J-1 exchange visitor, is responsible for paying the fee.
- The hosting unit does not have to pay the fee until after the J-1 exchange visitor arrives in the United States.
- The hosting unit must pay the fee within 30 days after the J-1 exchange visitor arrives in the United States.
- The hosting unit must pay the fee through the TAMU Marketplace using a credit card. International Student and Scholar Services (ISSS) will not accept any other forms of payment.
- As the responsible party for the J-1 exchange visitor program, ISSS has permission to charge the J-1 Scholar Operational Fee.

ISSS is responsible for coordinating the J-1 exchange visitor program for all of Texas A&M University, including Engineering, AgriLife, TTI, College Station, Galveston, the School of Law, and the Health Science Center. The J-1 exchange visitor program is managed by the U.S. Department of State (DOS). The primary purpose of the J-1 exchange visitor program is to be an educational and cultural exchange program. The primary purpose is NOT employment, though employment is permitted in many categories. DOS is very engaged in monitoring the experience of J-1 exchange visitors in the U.S. and requires host institutions to provide cultural programs, orientation, and support services. ISSS is required to comply with the DOS Incident Report Rubric, <https://j1visa.state.gov/wp-content/uploads/2023/08/AG-Incident-Reporting-Rubric-2023-1.pdf>. These reporting requirements have expanded over the past few years, which adds a reporting burden to ISSS.

Annually, ISSS facilitates the arrival of over 300 new J-1 scholars, many of whom bring a spouse and/or child(ren) in J-2 status whom ISSS must also support. Approximately 34% of all J-1 scholars visit Texas A&M University for less than one year, 48% visit for one to three years, and 18% visit for three to five years.

The J-1 Scholar Operational Fee was implemented on May 1, 2019, when the J-1 exchange visitor program was managed by Immigration Services for Faculty & Scholars (ISFS). Since 2019, the \$350 fee has been applied to both hosting departments and J-1 exchange visitors. Responsibility for the J-1 exchange visitor program shifted to ISSS in 2022. Both ISFS and ISSS have collected this fee through a variety of means, including interdepartmental transfers and the TAMU Marketplace.

Per this memo, International Student & Scholar Services (ISSS) is seeking to establish that it can continue to charge the hosting departments of J-1 professors, researchers, short-term scholars, and student interns a "J-1 Scholar Operational Fee" of \$350 per scholar once the scholar arrives in the U.S. and begins the immigration check-in process with ISSS. This fee is for services rendered to J-1 scholars throughout their experience at Texas A&M University.

The Addendum includes a comparison of similar fees at other institutions.

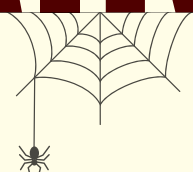
### Addendum: J-1 Scholar Fees at U.S. Universities

Institution	Fee Name	Fee Amount	Details
University of Texas Austin	Faculty & Scholar Services Fee	\$400 to \$700	<ul style="list-style-type: none"> <li>Amount varies by J-1 exchange visitor category.</li> <li><a href="https://global.utexas.edu/isss/about/fees">https://global.utexas.edu/isss/about/fees</a></li> </ul>
The University of Arizona	IFS Service Fee	\$450	<ul style="list-style-type: none"> <li>Paid before DS-2019 is issued.</li> <li>Additional \$150 to amend initial DS-2019.</li> <li>Additional \$300 for amendments &amp; extensions.</li> <li><a href="https://global.arizona.edu/sites/default/files/2019/12/J-1%20Fees%202020.pdf">https://global.arizona.edu/sites/default/files/2019/12/J-1%20Fees%202020.pdf</a></li> </ul>
University of Florida	Processing Fee	\$100	<ul style="list-style-type: none"> <li>Paid before DS-2019 is issued.</li> <li>Additional \$100 for each J-2 dependent.</li> <li><a href="https://internationalcenter.ufl.edu/j-1-studentscholar/new-international-scholars/inviting-j-1-exchange-visitors/payment-instructions-j">https://internationalcenter.ufl.edu/j-1-studentscholar/new-international-scholars/inviting-j-1-exchange-visitors/payment-instructions-j</a></li> </ul>
University of Pennsylvania	Penn Internal Processing Fee	\$205 to \$700	<ul style="list-style-type: none"> <li>Paid before DS-2019 is issued.</li> <li>Paid by hosting department.</li> <li>Amount varies by department.</li> <li>Additional \$500 for rush processing.</li> <li><a href="https://global.upenn.edu/isss/j1scholar-app">https://global.upenn.edu/isss/j1scholar-app</a></li> </ul>
University of California Davis	SISS Fee	\$727	<ul style="list-style-type: none"> <li>Paid by hosting department.</li> <li>Additional \$727 for extensions.</li> <li><a href="https://siss.ucdavis.edu/departement-overview">https://siss.ucdavis.edu/departement-overview</a></li> </ul>
University of California Los Angeles	Visa Services Fee	\$300	<ul style="list-style-type: none"> <li>Paid before DS-2019 is issued.</li> <li>Paid by hosting department.</li> <li>Additional \$40 SEVIS User Fee per year.</li> <li>Additional \$40 for each J-2 dependent.</li> <li>Additional \$59 Orientation Fee.</li> <li><a href="https://internationalcenter.ucla.edu/j-1-scholars/ds-2019-procedure/fees">https://internationalcenter.ucla.edu/j-1-scholars/ds-2019-procedure/fees</a></li> </ul>
University of California San Francisco	ISSO Recharge Fee	\$590 to \$1,160	<ul style="list-style-type: none"> <li>Amount varies by length of stay.</li> <li>Additional fees of \$480 - \$1,360 for amendments &amp; extensions.</li> <li><a href="https://isso.ucsf.edu/visa-recharge-chart-2022">https://isso.ucsf.edu/visa-recharge-chart-2022</a></li> </ul>
The University of Kansas	Immigration Service Fee	\$207 to \$531	<ul style="list-style-type: none"> <li>Amount varies by J-1 exchange visitor category.</li> <li>Additional \$103 for extensions.</li> <li><a href="https://iss.ku.edu/immigration-service-fees">https://iss.ku.edu/immigration-service-fees</a></li> </ul>



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