

Council of Principal Investigators (CPI)

Meeting Minutes

Thursday, August 19, 2021, 4:00pm – 5:30pm, Microsoft Teams

Members in attendance: Susan Weintraub, Mark Shapiro, Adam Salmon, Daniel Lodge, David Libich, Randolph Glickman, Bess Frost, Anibal Diogenes, Gregory Collins, Jun Hee Kim, Charles France, Asma Khan, James Lechleiter

Members Absent: Steven Hargis, Yidong Bai, John Strong, Lisa Cleveland, Lynette Daws

Guest: Jennifer Potter, Vice President for Research (interim)

The general topic of this meeting was to discuss the updated COVID policies.

1. COVID Policies

- Dr. Potter discussed in the state of Texas the university as a public institution is mandated to follow the Governors rule and masks mandates are not permitted. The university cannot require individuals however can only make strong recommendations.
- Travel holds are still in effect through October 15th, exceptions can be emailed to respective departments Dean's offices for approval.
- Executive leadership committee is meeting about current vaccination plans. The start of planning will be the population that meets immunocompromised criteria as well as healthcare workers to be prioritized. The university is meeting to plan how to manage the booster in a controlled fashion.
- Clarification was requested as to what is allowed and what is considered "mission critical" for travel exception. The email from Andrea Marks office was referenced that any planned travel would not need COO approval. An email to the VP or Deans offices with explanation and benefit would be sufficient pending VP or Dean approval. Unknown at this time if the travel ban will be extended beyond October 15, 2021.
- Dr. Glickman questioned if in-person recruitment visits were still allowed and Dr. Potter answered these visits were allowed.
- Dr. Potter requested Dr. Schmelz to send a reminder of precautions being taken in clinical settings and making strong recommendations to take precaution with in-person contact as well as flexibility to accommodate the IRB amendments or flexing on protocols to enable investigators who may have gone back to in person to be able to flex back to remote.

2. Children/Minors in Buildings

- Dr. Potter discussed children in the buildings and children are not allowed in labs.
- Dr. Collins discussed minors in the lab areas and if vaccinations are required for those 16 and older coming on campus to work in labs. Dr. Potter stated a decision was made to continue to permit minors but that deadlines were approaching to apply for high school students or minors over the age of 16 to work in labs. Announcements for this deadline came through the VPR office via Dr. Chapa.

3. Wild Rats/Mites

- Dr. Potter discussed the large number of wild rats in the buildings from the third floor up to the fifth floor, she is working with EHS to have a professional company come in to evaluate the situation. Mike Charlton and Dr. Potter are working on the issue.

4. Self-Study

- Dr. Potter discussed heading into the fall a plan set across the VPR departments to develop a process for their own self-study and to find a method that works best to address stakeholder engagement. This would allow investigators and the teams to better understand how the VPR office interacts with those served.

5. Questions/Comments

- COVID policies were discussed, noting that it is not allowed for an employee to be in the office if they are COVID positive until they test negative. EHS will come in for contact tracing if needed, answer questions, and give asymptomatic testing for those exposed. COVID testing is open again on campus, EHS will guide through the process. Chairs were given an algorithm and worksheet for work from home for staff with a policy to be rolled out with flexibility to rotate shifts.

No other issues were given to Dr. Potter and she left the meeting.

6. CPI Business

- Dr. Lodge noted that Dr. Potter would donate admin support through VPR office for the CPI meetings to help post and distribute.
- Dr. Lodge suggested moving the CPI meeting minutes to the SharePoint so that meeting minutes were not external but available via UTHSCSA login.
 - Dr. Weintraub questioned should the mission and accomplishments be external as well.
 - Discussion was made should documents be protected with exception of the mission, accomplishments and roster be made external.
- Election: Dr. Collins has been working to distribute the ballot. He presented the ballot to the committee with instruction on how to vote.

7. New business

- No minutes to approve at this meeting
- Dr. Lodge brought up a call for volunteers to represent the CPI on the Institutional Core Committee (ICC). The ICC meets once every other month but would like a volunteer to represent the CPI for longer than a year and to bring to the ICC what core directors and faculty need for support.
- The CPI thanked Dr. Strong, Dr. Diogenes, Dr. Bai, and Dr. Cleveland for their participation in the CPI as their term has ended.

The meeting was adjourned at 5:08pm