**Council of Principal Investigators (CPI)**

**Meeting Minutes**

Thursday, January 19, 2023, 4:00 p.m. – 5:30 p.m., Microsoft Teams

Members in attendance: Armen Akopian, Gregory Collins, Lynette Daws, Katherine Dondanville, David Libich, Daniel Lodge, Georgia McCann, Susannah Nicholson, Marzieh Salehi, Casey Straud, Susan Weintraub, Tara Wright

Members Absent: Jean Bopassa, Asma Khan, Darpan Patel (no longer at the HSC)

Guests: Manzoor Bhat, Ph.D. (Interim Vice Dean for Research LSOM)

Christopher Valdez, Ph.D. (Research Operations Manager, LSOM)

The main agenda item of the meeting was a presentation about initiatives from the office of the LSOM Vice Dean for Research (VDR). The meeting was opened by Dr. Libich, who introduced Drs. Bhat and Valdez.

1. **Dr. Manzoor Bhat – VDR Office Initiatives**

* Dr. Bhat told the CPI that his office is working on ways to interface with all faculty across both basic and clinical departments.
* Resources are limited for pilot grants and bridge funding, so they are hoping to partner with the Greehey Children’s Cancer Research Institute (GCCRI), the Biggs Institute for Alzheimer's & Neurodegenerative Diseases, and the Barshop Institute to enhance the level of funding.
* Information about various pilot programs is being distributed by email.

1. **Activities in the LSOM Office for Research**

* Dr. Valdez gave an overview of the Office for Research and explained the roles of the office team members.
* Discussion ensued about research conducted by medical students, including opportunities and challenges. Dr. Valdez described the “Research Connect” program that helps to bring medical students, faculty, and residents/fellows together to work on research projects. Students can earn “Distinction in Medical Education” with sufficient involvement in research.
* Dr. Valdez showed a slide with events sponsored last year by the Office for Research.
* An announcement was recently made about bridge funding (up to $75K) for LSOM faculty (March 31 deadline). An additional $25K – $50K may be awarded for collaborative projects with faculty at other HSC schools.
* Dr. Bhat reported that his office was able to provide $50K funding for each of four teams to obtain preliminary data for submission of a Program Project or other type of large collaborative grant application. Discussion followed about various aspects of this program.
* Dr. Bhat provided a brief summary of the new buildings being constructed and renovation that is underway. His office is helping to make sure the new labs are designed and built properly.
* Dr. Bhat asked CPI members to send him an e-mail if there are questions or suggestions about the activities of his office.

Dr. Libich thanked Drs. Bhat and Valdez for meeting with the CPI and expressed appreciation for having an effective interface between LSOM administration and basic researchers. The guests left the meeting at 5:05 p.m.

1. **CPI Business**

* *December minutes*. Approval will be requested via email.
* *Visiting Scientist Policy.* Dr. Wright gave an update on the activities of the Research Compliance Subcommittee regarding the visiting scientist policy. In the new policy, to be appointed as a visiting scientist, the individual cannot receive payment or have a stipend or any sort. A decision has not yet been made about existing arrangements for current visiting scientists. There was brief discussion about visiting scientists (categories, numbers at the HSC, compensation levels). Dr. Libich will invite Melanie Zuniga-Rapp to the CPI meeting in February so she can provide an update on the policy and receive feedback from the CPI members.
* *NIH Data Management and Sharing Plan*. Dr. Libich reported on the activities of the workgroup on data management and sharing led by Dr. Joe Schmelz. Support mechanisms and resources have been assembled to provide assistance for HSC researchers who are submitting NIH grant applications. So far the arrangements have been very effective and the pro-active efforts of the workgroup have greatly facilitated the process. The outstanding contributions of Dr. Meredith Zozus and her team were specifically highlighted.
* *Employee onboarding*. Dr. Libich reported on concerns of some faculty about employee onboarding by HR, specifically that there's too long of a gap between offering a position and receiving a decision from the prospective employee. It is possible that the delay is related to background checks of the applicant that are handled by an outside vendor. Dr. Libich will invite a representative from HR to attend the next CPI meeting.

There was no additional new business, and the meeting was adjourned at 5:33 p.m.