**Council of Principal Investigators (CPI)**

**Meeting Minutes**

Thursday, April 20, 2023, 4:00 p.m. – 5:30 p.m., Microsoft Teams

Members in attendance: Armen Akopian, Jean Bopassa, Gregory Collins, Lynette Daws, Asma Khan, David Libich, David Maguire, Georgia McCann, Sara Mithani, Susannah Nicholson, Marzieh Salehi, Susan Weintraub, Tara Wright, Stefanie LoSavio (for Dr. Straud)

Members Absent: Katherine Dondanville, Casey Straud

Guests: Dr. Jennifer Potter (Vice President for Research)

Melanie Zuñiga Rapp (Director, Research Administration and Quality)

The main topics of the meeting were the Visiting Scholars Policy and updates from the VPR’s Office. The meeting was opened by Dr. Libich who welcomed Ms. Melanie Zuñiga Rapp.

1. **Visiting Scholars Policy**

* Ms. Zuñiga Rapp gave a presentation about the Visiting Scholars Policy.
* Genesis
* Grant Compliance
* NSPM-33
* Research Security
* Investigator Support
* Consistency with peer institutions
* Stakeholders
  + Visiting Scholar
    - Principal Investigator
    - Human Resources
    - Office of International Services
    - Export control
    - Office of Sponsored Programs
    - UT Police Department
    - IRB
    - IACUC
    - Health & Safety
* Governance
  + HOP 7.10.4- Visiting Scholars
  + Defined “Visiting Scholar” categories
  + Establish time Limits
  + Central Coordination
  + Application
  + Mandatory background checks
  + Visiting Scholar Agreement
  + POI approval process
  + Establish mandatory training requirements
* Visiting Scholar categories
  + Observer
    - Individuals who hold an undergraduate or higher degree with an interest in a biomedical or health care related field and seeking to observe UT Health San Antonio research faculty, including UT Physicians conducting research (i.e., only to shadow, watch, listen and learn; hands-on activities allowed).
  + Professional Trainee
    - Individuals who hold an undergraduate or higher degree with an interest in a biomedical or health care-related field and are seeking additional noncritical hands-on training in research, for educational purposes or professional development, for their own benefit. The trainee may participate in research if they have the appropriate training; they may observe clinical practice but not provide clinical care.
  + Visiting Scientist
    - Individuals who are established and accomplished scholars who can contribute to and enrich the university’s research, intellectual and academic endeavors. Visiting Scientists should currently hold an appointment comparable to UT Health San Antonio faculty and can participate in non-clinical research activities. Time limit, a total of two years.
* Process
  + A new process was instituted on April 1, 2023. Arrangements can be made through Ms. Zuñiga Rapp's office. There will be a transition period for existing Visiting Scholars in order to meet individual needs and devise a plan that will not interrupt on-going research.
* Dissemination of information
  + Information about the new policy was published in the VPR newsletter but Ms. Zuñiga Rapp wanted to present the details to the CPI before a campus-wide announcement.
  + The new policy will be presented in the near future to the chairs and directors in the LSOM. There are also plans to give a presentation at faculty meetings.
* Ms. Zuñiga Rapp let the meeting at 4:30 p.m.

1. **Updates from the VPR’s Office**

* Dr. Potter gave and update about several research-related activities in the State legislature, reminding CPI members that any opinions sent to House and Senate representatives need to be made as private citizens and not as a state employee.
* Dr. Potter reported that a new science building is being planned for the campus. It will be adjacent to the Barshop building. The number of floors and associated square footage are contingent on requests for funding from the State legislature.
* The CTSA (Clinical and Translational Science Award) grant application received a score that is below what appears to be the pay line for renewal for an additional seven years.
  + Dell is now a partner along with UT Pharmacy creating additional opportunities for collaboration and partnership besides UTSA.
  + The Institute for the Integration of Medicine and Science (funded via the CTSA) now has two pillars: translational research and translational science.
* The office of Recruitment and Science Outreach will be moving to the Vice President for Research Office.
* The first cohort of the Clinical Trials Scholars program has completed their training.
* There is a new research analytics dashboard (RAD). It is a power-BI dashboard that starts at the level of the institution and drills down to the level of the faculty member to provide a snapshot of publications, funding, and productivity. The information is derived from scholars.uthscsa.edu, which is regularly updated (linked to ORCID) so faculty members won't need to be responsible for updating.
* Dr. Potter indicated that they don't think they do as well as they could in terms of communicating science and research as a mission. They are working on a set of videos for conferences, and symposiums. It’ll be a series that's much more about science and innovation on our campus, and about how we are a biomedical science institution that does important research.
* There is a new funding entity from NIH, ARPA H. It is broad in scope and intended for high-risk/high-gain proposals. Information about the program will be distributed in the near future by OSP.
* Dr. Potter described the status of the new School of Public Health. Recruitment of department chairs and faculty is underway, notably including biostatistics, epidemiology, health policy and behavioral scientists.
* A new Director of the Barshop Institute has been selected, the official announcement will be forthcoming
* Dr. Potter wants to have a five-year strategic plan related to cores on campus, including institutional cores, Cancer Center Shared Resources and cores in individual departments. She plans to engage department chairs and find ways to invest in cores so that they can be affordable as possible and provide essential, state-of-the-art support for research at UTHSA.
* Review of the Office of Technology Commercialization is underway. Dr. Potter said the goal is to better align the services, vision, and mission of OTC to better align with those of the institution. Evaluation of the entrepreneurialism component of the OTC is an important focus of the review, including the culture of entrepreneurialism and how to promote it.
* There are a few new programs starting this year.
  + Support for preparation of manuscripts and grant applications, including a long-term strategy for publishing in open-source journals.
  + Research Advancement Innovation and Discovery (RAID), to provide a relatively small amount of money ($10,000 to $25,000) for an activity, event or conference.
  + Research Dissemination and Networking, funding for conferences.
* Dr. Potter said that additional funds will be available next year to assist researchers without resource (for example, for services of a statistician or conducting a drug screen). A mechanism will be set up to apply, possibly a webpage.
* There was brief discussion about several topics, including the research analytics dashboard, a training program on science outreach and the need to improve the HSC website. Dr. Potter asked the CPI members to send their concerns to vpr.uthscsa.edu and her administrative assistant will compile the comments/requests.
* Dr. Potter showed a new dashboard to provides a real-time snapshot of FY23 metrics, including dollar amounts for awards to institutes, departments, centers and faculty as well as grant totals and national rankings. The dashboard will be available for viewing by faculty.

Dr. Libich thanked Dr. Potter for attending the CPI meeting, and she left the meeting at 5:29 p.m.

1. **CPI Business**

* Minutes. The minutes of the January/February 2023 CPI meeting were approved.
* Dr. Libich introduced Dr. Sarah Mithani who is replacing Dr. Darpan Patel (who has moved to UTMB) and Dr. David Maguire who is replacing Dr. Dan Lodge (who is the new chair of the Department of Pharmacology).
* Dr. Libich announced that Dr. Katy Dondanville (the incoming CPI chair) will lead May meeting.

There was no new business, and the meeting was adjourned at 5:32 p.m.