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REU/SURE Coordination Meeting Summer 2024

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Interim Associate Director for Undergraduate Research

LAUNCH

LAUNCH: Undergraduate Research

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NOTE:

A meeting summary and revised packet will be distributed after the meeting.

Internally vs. Externally Funded Programs

Texas Education Code (TEC 54.217) says that the program has to be fully funded from federal or other sources. By providing a tuition and fees waiver, SBS is confirming with the State that the entire program has been funded through grant or research funds from an external source.

SB-17

SB17 restrictions do not apply to “scholarly research” or a “creative work” by an institution of higher education’s students, faculty, or other research personnel or the dissemination of that research or work. The VPR provides guidance through System Regulations.

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Benefits of enrolling students:

- Track participation in high-impact practices and research activities
- Verify bacterial meningitis vaccinations
- Upload student college transcripts
- Access to the early graduate admissions program

Non-TAMU students admitted into the university must be classified as “Non-degree seeking” students.

New Application Portal

Deadline to Apply: May 1, 2024

Admissions



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Connie Coleman

Associate Director

Jessica Pitt

Transcript Analyst II

Tashia Cole

Administrative Coordinator II

TAMU 499 (0 credit hours) was established by the Office of the Registrar in summer 2020 to help:

- Make sure students are enrolled
- Streamline the fee waiver process
- Streamline the distribution of stipends (cued by SFAID)
- Guarantee student access to on-campus resources (cued by SBS)
- Track involvement in summer undergraduate research

TAMU 499 is only for students in **externally funded** programs, such as an NSF-REUs. It applies to both current TAMU students and non-TAMU (non-degree seeking) students.

The registration process can start as early as April, if students have been admitted.

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Reminders about the TAMU 499 placeholder course:

- TAMU 499 is non-credit bearing.
- TAMU 499 does not appear on a student's transcript.
- TAMU 499 does not appear in Howdy.
- TAMU 499 does not appear in Navigate.

How to enroll students in the TAMU 499 placeholder course:

- The CRN for the College Station* section (TAMU 499-300) is 27755.
- The CRN for the Galveston section (TAMU 499-300) is 30633.
- Advisors can find the CRN by searching SSASECQ in Compass using the term, TAMU, and 499. Or, they can use SSASECT.

*Students from the School of Dentistry, Higher Education Center at McAllen, and the Health Science Center should be placed in the College Station section.

Registrar



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Nick Piwonka

Associate Registrar

Matthew D. Johnson

Assistant Registrar

Laura Zeig

Director of Operations

Student Business Services



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Students needing course credit for externally funded experience:

- **Must be enrolled in TAMU 499 course**
- **Can also be enrolled** in a 1-credit hour 485 or 491 course in their department

Required Tuition and Fees for the 1-credit hour 485 or 491 course will be **WAIVED** by **SBS as long as students are also in the TAMU 499 course.**

Tuition and fees are **NOT WAIVED** for any other courses besides the 0-credit hour TAMU 499 course and a 1-credit hour 491 or 485 course.

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SBS has updated their process to include:

- Automatic reversal of \$100 General Deposit
- Automatic waiver of Required Tuition and Fees

However, students must be registered for the TAMU 499 course* for this automation to take effect.

*Only students in externally funded programs are eligible to be enrolled in the TAMU 499 course.

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Student Business Services



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Toni Flores

Financial Practitioner I

LeeAnn Pickett

Assistant Director

Scholarships & Financial Aid



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The TAMU 499 course roster is used to facilitate the payment of stipends.

Students not listed on the TAMU 499 roster are not eligible for payments with 0-credit hours or no enrollment.

For current/continuing TAMU students: Place the award on the **summer** term, so the student is not negatively impacted on aid for other terms.

Paying students in multiple intervals: Email fellowschol@tamu.edu with details/requests.

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Reminder



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Admitting and enrolling students, and paying stipends through Scholarships & Financial Aid, is the highly preferred process.

Hiring students and/or paying students through systems such as AggieBuy is not encouraged and have potential consequences for students.

Scholarships & Financial Aid



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Elizabeth Costea

Financial Aid Advisor

Allison Kalinec

Assistant Director

Tax Compliance, Questions



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To determine if your specific stipends are taxable and how they should be reported, provide additional information about your program to Tax Compliance & Reporting.

Example: If an REU participant is providing a service to a research program that benefits the university, the stipend is taxable.

tax@tamu.edu

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The health center fee is facilitated the TAMU 499 course.

If students are not in the TAMU 499 course and not assessed the fee, students do not have access to medical services through UHS unless paid for separately.

Students who use UHS are still responsible for the cost of the services. While insurance is not required by UHS, filing charges to insurance may benefit the student.

However, it takes 60-90 days to hear back from insurance companies. Students may have balances on their accounts after they leave the university. Advisors should work directly with their students and UHS to pay off the balance through Howdy.

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Brittany Pekar

Assistant Director, Client Services

Student Health Insurance (OREC)



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Can programs ask for proof of insurance?

Yes, but it is not required.

Can uninsured students get TAMU health insurance?

Yes, but only if they are registered for 9+ credit hours, which is not the case for most REU and summer research students.

Can programs pay for health insurance on behalf of the student?

Yes, but the benefit must be documented in a stipend offer letter or other written agreement. Accounts Payable must report this benefit to Scholarships & Financial Aid.

Are there any other options?

Yes, programs can buy special event insurance through OREC for the research participants attending an event, if the program believes the event to pose a safety risk to the researchers.

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Grace Mullendore

Insurance Services Coordinator

New ISSS Portal: Sunapsis

All international student check-ins must be completed online through the ISSS Portal.

F-1, J-1, and J-2 dependents are required to have health insurance coverage.

Students who have F-1/J-1 status from another U.S. institution do not have authorization to work at TAMU unless their school or the U.S. government granted them some sort of work authorization to work here.

Samantha Clement

Director

Amanda Brinlee

Senior Associate Director

Jie Fan

Assistant Director

Group international REUs: Contact EA at least six months prior to your planned departure

See proposal deadlines in packet.

Contact OREC if you are scheduling domestic field trips with your summer students.

Education Abroad



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Pascale Parker

Director

Dr. Christie Dunn

Associate Director

Irene Scott

Program Manager

Student Conduct Office

Jay Taylor

Student Affairs Coordinator

Civil Rights Compliance (Title IX)

Jennifer Smith

Associate Vice President and Title IX Coordinator

Aggie Honor System Office

Blair Alvarado

Director

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Schedule:

- **10-week Classes Start:** May 28
- **Move-in:** May 27
- **10-week Classes End:** August 6
- **Finals:** August 7-8
- **Move-out:** August 10

Available Dorms:

- Davis-Gary, Moses and Legett Hall
- \$30 per night for a Single Room
- Single rooms only available to REUs

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Residence Life



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Lisa Pierce

Program Manager

Ally Fulco

Administrative Coordinator

Clery Act Compliance



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Required training for CSAs

Reporting requirements

Missing student instructions

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Clery Act



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Michelle Jackson

Compliance Officer III



Students must be enrolled for the term to purchase meal plans.

Students enrolled for 0-credit hours are still eligible for meal plans.

Students will need to request their own meal plan.

Students can only access meal plans and/or dining dollars using a TAMU ID.

Shauna Cowart

Meal Plan Office Manager

EHS General Lab Safety Training (online)

- Password will be emailed to REU/SURE listserv when updated

IRB, IACUC, IBC Training

Responsible Conduct of Research Training

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Compliance and Training



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Sergio Luna

Supervisor, Environmental Health and Safety

Kelsey McKenzie

Research Compliance Coordinator

irb@tamu.edu, ibc@tamu.edu, animalcompliance@tamu.edu

Victor Gongora

Program Coordinator II

Dr. Shannon Walton

Assistant Dean

- **Online Module:** General Lab Safety Training
- **May 30:** Title IX Training
- **May 31:** Radiological Safety Training
- **June 7:** Professional Development Seminar
- **July 31:** LAUNCH Summer Poster Session

Other Concerns? Questions?



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Open Discussion



Questions?
ugr@tamu.edu

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