

BCOM Research Advisory Council Meeting

September 20, 2019

Members Present:						Joseph Benoit, PhD (Chair), Adrienne Kania, DO, Harald Stauss, MD, PhD, Gabor Szalai, PhD, Robert J. Ketchum, PhD (ex-officio), Kalli Martinez, MS (ex-officio), Steven J. Ontiveros, PhD (ex-officio), Erin Palazzolo, MLIS (ex-officio), Michael E. Woods (ex-officio), PhD (ex-officio), Matthew Steritz, OMSII					
Members Absent:						Adela Lente, MD, Jennifer E. Taylor					
Other Attendees						Martha Enriquez (Recording Secretary)					
Item	Topic/Agenda	Discussion	Recommended Action	Responsible Person(s)	Actions/Follow-Up						
I.	Approval of Minutes										
	August 16, 2019	Dr. Kania made a motion to approve meeting minutes for August 16, 2019. Dr. Ontiveros seconded the motion. The motion was unanimously approved: <ul style="list-style-type: none"> • 4 For • 0 Against • 0 Abstentions 	APPROVED								
II.	Announcements										
	Research Website	Dr. Woods gave a brief update on the research website and faculty research web pages.	No Action Required								
	Whistleblower Policy	There is a whistleblower policy in place. Dr. Benoit asked the council to provide feedback on implementing under that overarching policy.	No Action Required								
	IP Policy Draft	Dr. Benoit gave a brief update on the IP Policy Draft. Dr. Benoit has forwarded the draft to President Hummer, Dean Peska, and Jennifer Taylor for feedback.	No Action Required								
III.	Old Business										
	None										
VI.	New Business										
	Distinction in Research	The council reviewed the draft of the Application for Distinction in Research, Distinction in Research Plan, and the Summer Research Directed Study Syllabus. Council members provided feedback and suggestions.	No Action Required								
	Chemical Hygiene Plan SOP	Dr. Woods gave a brief update on the Chemical Hygiene Plan SOP.	No Action Required								
VII.	Other-Updates										
	None										
X	Adjourn										

Meeting adjourned at 2:28 PM

Joseph P. Benoit

Committee Chair

10/23/19

Date