

BCOM Research Advisory Council Meeting

October 18, 2019

Members Present:						Joseph Benoit, PhD (Chair), Adrienne Kania, DO, Harald Stauss, MD, PhD, Kalli Martinez, MS (ex-officio), Michael E. Woods (ex-officio), PhD (ex-officio), Leigh Cooper, OMSI, Matthew Steritz, OMSII					
Members Absent:						Robert J. Ketchum, PhD (ex-officio), Adela Lente, MD (ex-officio), Steven J. Ontiveros, PhD (ex-officio), Erin Palazzolo, MLIS (ex-officio), Jennifer E. Taylor, Gabor Szalai, PhD					
Other Attendees						Pedro Del Corral, MD, PhD, Martha Enriquez (Recording Secretary)					
Item	Topic/Agenda	Discussion	Recommended Action	Responsible Person(s)	Actions/Follow-Up						
I. Approval of Minutes											
	September 20, 2019	Dr. Stauss made a motion to approve meeting minutes for September 20, 2019. Dr. Kania seconded the motion. The motion was unanimously approved: <ul style="list-style-type: none"> • 3 For • 0 Against • 0 Abstentions 	APPROVED								
II. Announcements											
	Summer Research Proposals	Dr. Benoit gave a brief reminder on the upcoming deadline for Summer Research Proposals.	No Action Required								
	Announcement on GrantScape	Dr. Benoit gave a brief update on GrantScape and performing searches for different types of research. A service that BCOM offers.	No Action Required								
	Ethical Research Oversight Course	Dr. Benoit gave a brief update on the PRIM&R Ethical Research Oversight Course purchased to cover all of the IRB needs.	No Action Required								
III. Old Business											
	None										
VI. New Business											
	Capital Equipment Recommendation for Metabolic Cart	One of the research office's capital request on this year's budget was to support a purchase for a metabolic cart. A handout of the quote from ParvoMedics was distributed and discussed. Drs. Woods and Del Corral provided information on the metabolic cart and made a recommendation to the research advisory council for the purchase of the ParvoMedics True One Metabolic Measurement System. <p>Dr. Kania made a motion to approve the purchase. Dr. Stauss seconded the motion. The motion was unanimously approved:</p> <ul style="list-style-type: none"> • 3 For • 0 Against 	APPROVED								

		<ul style="list-style-type: none"> • 0 Abstentions 		
	Policies Update	Dr. Benoit discussed about the need to develop a process in our research areas that follow under the umbrella of the Whistleblower Policy. Dr. Benoit will work on developing a standard operating procedure.	No Action Required	
	Procedures Update	Dr. Benoit gave a brief update on the Standard Operating Procedures (SOPs) for the Office of Research. The council provided feedback and suggestions on the BSRL Personal Electronic Device Use SOP. Dr. Woods will amend accordingly. The following standard operating procedures are available on BCOM's website: Chemical Hygiene Plan, Spill Response, IRB Membership and Responsibilities, IRB Voting and Actions, and the BSRL Personal Electronic Device Use.	No Action Required	
	Student Travel Funding	The application for student travel funding, submitted by Student Doctor David "Temi" Ogunleye was distributed for review and approval. The Research Advisory Council recommended for funding for \$1200. Dr. Kania made a motion to authorize \$1200 for David "Temi" Ogunleye to conduct the presentation and to recommend approval to the Office of Student Affairs. Dr. Stauss seconded the motion. The motion was unanimously approved: <ul style="list-style-type: none"> • 3 For • 0 Against • 0 Abstentions 	APPROVED	
VII.	Other-Updates			
	Research Budget Update	Dr. Benoit gave a brief overview of the current budget. A handout of the quarterly research budget was distributed and discussed.	No Action Required	
	Research Laboratory Update	Dr. Woods gave a brief update on the research laboratories.	No Action Required	
X	Adjourn			

Meeting adjourned at 2:21 PM

Joseph N. Benoit, Ph.D.
Committee Chair

11/26/19

Date

