

BCOM Research Advisory Council Meeting (via Video/Electronic Conferencing)

August 21, 2020

Members Present:		Joseph Benoit, PhD (Chair), Adrienne Kania, DO, Harald Stauss, MD, PhD, Gabor Szalai, PhD (2:03PM), Robert J. Ketchum, PhD (ex-officio), Kalli Martinez, MS (ex-officio), Steven J. Ontiveros, PhD (ex-officio), Erin Palazzolo, MLIS (ex-officio), Richard Ross, MD, Michael E. Woods, PhD (ex-officio), Jonathan Kreger OMS-II			
Members Absent:		Adela Lente, MD (ex-officio), Jennifer E. Taylor, (ex-officio)			
Other Attendees		Martha Enriquez (Recording Secretary)			
Item	Topic/Agenda	Discussion	Recommended Action	Responsible Person(s)	Actions/Follow-Up
I. Approval of Minutes					
	June 19, 2020	The meeting minutes for June 19, 2020 were unanimously approved.	APPROVED		
II. Announcements					
	None				
III. Old Business					
	None				
VI. New Business					
	Student Research Support Fund SOP Draft	The draft of the Student Research Support fund was discussed. Feedback was provided by council members. Drs. Benoit and Ontiveros will take the comments provided by the council, revise the SOP, and distribute for more comments before the next meeting.	No Action Required		
	COVID-19 Research Operations	There was discussion on the overarching principles that will be used to guide the restoration of research laboratory access and operations through the different phases of COVID-19. Dr. Woods, Dr. Benoit, and Kalli Martinez worked on the following guiding principles. These were presented to the council for comments/feedback: <ul style="list-style-type: none"> • Resumption of research will be conducted in accordance with best practices for protecting the safety of Burrell community, to include volunteers and human subjects. • Resumption of research will be coordinated with Institutional compliance committees to ensure we fulfill our obligations for safety oversight. • Resumption of research will adhere to all institutional, local, state, and federal requirements. • Resumption of research is dependent on the ability of the Office of Research to logistically and financially support these activities based on the principles stated above. 	No Action Required		

	Capital Equipment Purchase-HPLC	Will discuss at next RAC meeting	No Action Required		
	Student Publications Discussion	Will discuss at next RAC meeting	No Action Required		
VII.	Other-Updates				
	Subcommittee on Distinguished Researcher Seminar Series	Dr. Stauss gave a brief update on the distinguished researcher seminar series. <ul style="list-style-type: none"> A schedule has now been established for the entire year. All departments have been assigned for a monthly seminar. Students will host the April seminar. 	No Action Required		
	Research Laboratories	Dr. Woods gave a brief update on the research laboratories.	No Action Required		
	Student Research	Dr. Ontiveros was not available to give an update on student research, due to connectivity issues.	No Action Required		
	Introduction to MS Teams	Dr. Benoit gave a brief update on MS Teams. <ul style="list-style-type: none"> The RAC will be migrating to MS Teams. The next meeting will in the MS Teams environment. All members will receive an invitation to join the private channel. 	No Action Required		
X	Adjourn				

Meeting adjourned at 3:05 PM

Signature on File

Committee Chair

September 24, 2020

Date