

**BURRELL Research Advisory Council Meeting (via Video/Electronic Conferencing)**

**October 8, 2021, 3:00 p.m.**

<b>Members Present:</b>		Joseph Benoit, PhD (Chair), Adrienne Kania, DO, Harald Stauss, MD, PhD, Gabor Szalai, PhD, David Osborne, PhD (ex-officio), Michael E. Woods, PhD (ex-officio), Kalli Martinez, MS (ex-officio)			
<b>Members Absent:</b>		Adela Lente, MD (ex-officio), Erin Palazzolo, MLIS (ex-officio), , Jennifer E. Taylor, (ex-officio)			
<b>Other Attendees</b>		Martha Enriquez (Recording Secretary)			
<b>Item</b>	<b>Topic/Agenda</b>	<b>Discussion</b>	<b>Recommended Action</b>	<b>Responsible Person(s)</b>	<b>Actions/Follow-Up</b>
I.	<b>Approval of Minutes</b>				
	August 20, 2021	The meeting minutes from August 20, 2021, were unanimously approved.	<b>APPROVED</b>		
II.	<b>Announcements</b>				
	RAC Membership and Vacancies	<p>Drs. Benoit gave a brief update on RAC membership.</p> <ul style="list-style-type: none"> <li>• Dr. Del Corral was introduced to the council members as a new member of RAC.</li> <li>• The RAC currently has one clinical representative vacancy.</li> <li>• Student members are identifying candidates to serve as our student representatives.</li> </ul>	<b>No Action Required</b>		
III.	<b>Old Business</b>				
	COVID-19 Human Subjects Research Guidance SOP	<p>Dr. Woods discussed the current COVID-19 Human Subjects Research Guidance SOP and proposed the following changes. Feedback was provided by council members.</p> <ul style="list-style-type: none"> <li>• Amending item 5.1.2 to delete the phrase "exposure to COVID-19 within the last 14 days" from the second sentence and replace it with "NM Department of Health" guidelines to reflect changing guidance.</li> <li>• Adding the word "unvaccinated" to the first sentence of item 5.1.3 (b) (2).</li> <li>• Adding a new line to item 5.1.3 (b) that reads, "The number of vaccinated study participants present in the procedure/data collection area is not limited, unless limited by NMDOH guidelines, as long as the participants consent to being in the presence of other vaccinated study participants."</li> <li>• Revising item 5.1.3 (b) (6) to replace "expect" with "except."</li> <li>• Dr. Stauss stated that once the SOP is in place, Principal Investigators who wish to use the new SOP must make a change to their IRB submissions.</li> </ul> <p>Dr. Woods will compile information on the institutional standards for minimal vaccination status, as outlined in our policy, and how they relate to community volunteers. This information will be shared via MS Teams.</p>	<b>No Action Required</b>		

VI.	<b>New Business</b>				
	Directed Research Course Syllabus Draft	The draft of the Directed Research Course Syllabus was discussed. Feedback was provided by council members.  Dr. Stauss will post the draft on Microsoft Teams for council members to add their comments. To be included in the catalog, the course syllabus must be completed by April 1, 2022.	<b>No Action Required</b>		
VII.	<b>Other-Updates</b>				
	Research Laboratories	Dr. Woods provided the following updates on the research laboratories. <ul style="list-style-type: none"> <li>• A new flow cytometer has been installed. Training will be offered on Tuesday morning. Dr. Woods welcomed others to participate in the training and asked that they tell notify him if they were interested.</li> <li>• The GCMS is currently in inactive status.</li> <li>• Dr. Woods and Ms. Kalli Martinez are replacing all the elements and components of the water purifier.</li> <li>•</li> </ul>	<b>No Action Required</b>		
	Student Research	Dr. Stauss provided the following updates on Student Research. <ul style="list-style-type: none"> <li>• The deadline for the Distinction in Research was October 7, 2021.</li> <li>• A total of nine students have applied for the Distinction in Research award.</li> <li>• Each student will be assigned to a three-member faculty advising committee. Faculty are needed to fill this role. A minimum of one meeting with the student and other committee members is required.</li> <li>• Dr. Stauss and Dr. Benoit will work on establishing the Advising Committee.</li> </ul>	<b>No Action Required</b>		
X	<b>Adjourn</b>				

Meeting adjourned at 4:45 PM

Signature on File

December 16, 2021

Committee Chair

Date