

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

February 25, 2022, 1:00 p.m.

Members Present:						Joseph Benoit, PhD (Chair), Adrienne Kania, DO, Norice Lee, MLIS, Harald M. Stauss, MD, PhD, Walker Toohey, OMS I					
Members Absent:						Associate Dean for Clinical Education (ex-officio, position vacant), Pedro Del Corral, MD, PhD, Kalli Martinez, MS (ex-officio); Erin Palazzolo, MLIS (ex-officio), Jennifer E. Taylor, (ex-officio), Gabor Szalai, PhD, Michael E. Woods, PhD (ex-officio)					
Other Attendees						Martha Enriquez (Recording Secretary)					
Item	Topic/Agenda	Discussion	Recommended Action	Responsible Person(s)	Actions/Follow-Up						
I.	Call to Order										
	1:00PM										
II.	Approval of Minutes										
	February 4, 2022	The meeting minutes from February 4, 2022, were unanimously approved.	APPROVED								
III.	Announcements and Updates										
	ORSP Update	<p>Dr. Benoit gave a brief ORSP update</p> <ul style="list-style-type: none"> This week Dr. Benoit participated in a Medical Centers of the Americas poster session. Dr. Terrie Taylor has accepted the invitation to be our keynote speaker at the 2022 Medical Student Research Day. In comparison to the previous year, the number of students participating in research activities that we are seeing in the office is high. The Office of Research has been charged with collaborating with the Clinical Education team to try to coordinate how students approach preceptor faculty with research requests. We plan to create a standard operating procedure (SOP) and a pathway for managing the flow of information to the preceptors so that they do not feel overwhelmed. Drs. Benoit and Stauss will give a presentation to preceptors on research related material on Thursday, March 3, 2022. 	No Action Required								
	Research Laboratories	<p>Dr. Woods was not able to attend the meeting. Dr. Benoit provided the following updates on the research laboratories.</p> <ul style="list-style-type: none"> The swipe card entry and the bar entry are now fully functional. A contract has been established for someone who will begin working in the laboratory. The entry gate is closed 24/7, all access to the facilities is via swipe card. 	No Action Required								
	Medical Student Representative	<p>Mr. Walker Toohey provided the following updates.</p> <ul style="list-style-type: none"> Mr. Walker Toohey has contacted Dr. Julie Armin about presenting at the Distinguished Researcher Seminar Series 	No Action Required								

		<p>for April. The Office of Research will follow-up with a letter of invitation.</p> <ul style="list-style-type: none"> The application deadline for the Summer Research Experience is today. Several students have reached out to Mr. Toohey for help with the application. 			
	Student Research	<p>Dr. Stauss provided the following updates on Student Research.</p> <ul style="list-style-type: none"> Today is the deadline for students to apply for the Summer Research Experience. Dr. Stauss plans to assign the students to their projects by next week. Dr. Stauss will send a letter to all Summer Research Experience PIs requesting that they provide him with a list of students with whom they would want to work with. Dr. Stauss has developed software that sorts the assignments according to weighted preferences. That will be helpful when assigning the students to the projects. The Medical Student Research Day is confirmed for August 13, 2022. The keynote speaker has been confirmed. The invited speaker for the Distinguished Researcher Seminar Series for April has been identified. Dr. Stauss is working with Mr. Walker Toohey to plan Dr. Armin's visit to our campus. 	No Action Required		
IV.	Old Business				
	Response from Dr. Jackson-Jackson-Project entitled, "What's growing in there?"	The council reviewed Dr. Jackson's request to reinstate his project entitled, 'What's Growing in There?' Discussion centered on whether the response adequately addressed the RAC's previous concerns. The final decision was left to the Assistant Dean.	The Assistant Dean will render a decision based on the discussion.		
V.	New Business				
	Strategic Planning Discussion	The Research Strategic Plan for the institution for 2021-2024 was discussed and information was gathered. Strengths, Weaknesses, Opportunities and Threats were reviewed and recommendations for improvements were discussed.	No Action Required		
VI.	Other				
VII.	Adjourn				

Meeting adjourned at 3:18 PM

Signature on File

April 1, 2022

Committee Chair

Date