

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

May 15, 2020

| 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, PhD (ex-officio), Leigh Cooper, OMSI | | | | | |
|-------------------------|----------------------------|--|---------------------------|------------------------------|--------------------------|---|--|--|--|--|--|
| Members Absent: | | | | | | Adela Lente, MD (ex-officio), Jennifer E. Taylor, (ex-officio), Matthew Steritz, OMSII | | | | | |
| Other Attendees | | | | | | Martha Enriquez (Recording Secretary) | | | | | |
| Item | Topic/Agenda | Discussion | Recommended Action | Responsible Person(s) | Actions/Follow-Up | | | | | | |
| I. | Approval of Minutes | | | | | | | | | | |
| | April 17, 2020 | The meeting minutes for April 17, 2020 were unanimously approved. | APPROVED | | | | | | | | |
| II. | Announcements | | | | | | | | | | |
| | None | | | | | | | | | | |
| III. | Old Business | | | | | | | | | | |
| | None | | | | | | | | | | |
| VI. | New Business | | | | | | | | | | |
| | None | | | | | | | | | | |
| VII. | Other-Updates | | | | | | | | | | |
| | Office of Research | <p>Dr. Benoit gave an overview of LEO.</p> <ul style="list-style-type: none"> The office will utilize LEO for information regarding research programs. There will be access to general information and links to internal type documents and other essential information. <p>Dr. Benoit gave a brief update on the end dates for purchasing and receiving.</p> <ul style="list-style-type: none"> The deadline for submitting purchase requisitions is June 8, 2020. Last day of receiving is June 26, 2020. | No Action Required | | | | | | | | |
| | Research Laboratories | <p>Dr. Woods discussed about the proposal on how we can resume safe operations in the lab while adhering to the six (6) foot distancing rule. A copy of the BSRL Access Requirement Survey was distributed to all members.</p> <ul style="list-style-type: none"> Four PI's and Kalli will be present in the lab space, which would be acceptable while maintaining the six feet distance. <p>Dr. Woods gave an update on the Research Laboratories Cleaning SOP draft. Council members were asked to review the SOP and to contact Dr. Woods with any questions, comments, or concerns regarding the Research Laboratories Cleaning SOP.</p> | No Action Required | | | | | | | | |
| | Summer Research Experience | Dr. Ontiveros briefly discussed about the Summer Research Experience Orientation. | No Action Required | | | | | | | | |

| | | | | | |
|---|----------------|---|--|--|--|
| | | <ul style="list-style-type: none"> The summer orientation was split into two half days. Orientation day starts on Wednesday, June 3, 2020. <p>Dr. Ontiveros gave a brief overview about the Summer Research Writing Workshops. Drs. Ontiveros, Stauss, and Szalai will work together, to refine the writing schedule.</p> <ul style="list-style-type: none"> Faculty give sessions to the students. Will occur on Monday's from 3-5PM. <p>Dr. Ontiveros gave a brief update on Medical Student Research Day (MSRD).</p> <ul style="list-style-type: none"> MSRD will be offered in a virtual format. The office is still looking at various platforms for virtual posters and presentations. Submission deadline for abstracts is July 6, 2020. | | | |
| X | Adjourn | | | | |

Meeting adjourned at 2:25 PM

Signature on File

Committee Chair

June 29, 2020

Date