

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

**April 17, 2020**

| <b>Members Present:</b>       |                                      |   |  |  |  | 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, Matthew Steritz, OMSII |                              |                          |  |  |  |
|-------------------------------|--------------------------------------|---|--|--|--|---|------------------------------|--------------------------|--|--|--|
| <b>Members Absent:</b>        |                                      |   |  |  |  | Adela Lente, MD (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> |  |  |  |
| <b>I. Approval of Minutes</b> |                                      |   |  |  |  |   |                              |                          |  |  |  |
|                               | March 20, 2020                       | The meeting minutes for March 20, 2020 were unanimously approved.   |  |  |  | <b>APPROVED</b>   |                              |                          |  |  |  |
| <b>II. Announcements</b>      |                                      |   |  |  |  |   |                              |                          |  |  |  |
|                               | None                                 |   |  |  |  |   |                              |                          |  |  |  |
| <b>III. Old Business</b>      |                                      |   |  |  |  |   |                              |                          |  |  |  |
|                               | None                                 |   |  |  |  |   |                              |                          |  |  |  |
| <b>VI. New Business</b>       |                                      |   |  |  |  |   |                              |                          |  |  |  |
|                               | COVID-19 Summer Contingency Planning | <p>Dr. Benoit presented a bulleted list about general considerations and options with proceeding with summer research activities while addressing social distancing/public health and safety. Council members provided input/feedback regarding the summer research experience and made the following recommendations:</p> <ul style="list-style-type: none"> <li>• Close buildings 200 &amp; 300 for the summer 2020 students, for research.</li> <li>• Keep the lab open for faculty.</li> <li>• Reconfigure the program to include an expansion of possible projects to students for opportunities for non-contact types of research. Including accepting new proposals from faculty.</li> <li>• Faculty should attempt to involve students in analysis and interpretation of data that they collect during the period of limited access to the laboratories.</li> <li>• Allow students and faculty, who are not interested in participating, to withdraw from the program without penalty.</li> <li>• Commitments made to faculty for support will continue to be honored.</li> </ul> |  |  |  | <b>APPROVED</b>   |                              |                          |  |  |  |
| <b>VII. Other-Updates</b>     |                                      |   |  |  |  |   |                              |                          |  |  |  |
|                               | Office of Research                   | <p>Dr. Benoit gave an update on the approved FY-21 Budget.</p> <ul style="list-style-type: none"> <li>• The office was approved for the Distinguished Speaker Series.</li> </ul>  |  |  |  | <b>No Action Required</b>   |                              |                          |  |  |  |

|                            |  |  |  |  |  |
|----------------------------|--|--|--|--|--|
|                            |  | <ul style="list-style-type: none"> <li>The office will use an online webinar type environment. Once we get back to normalcy, we will begin having the series at our campus.</li> </ul> |  |  |  |
| Research Laboratories      | <p>Kalli gave an update on the limited activities going on at the lab.</p> <ul style="list-style-type: none"> <li>Not actively doing any research components right now.</li> <li>Kalli goes into the lab to ensure major equipment is work and to receive orders.</li> <li>PI's should be placing orders should copy Kalli when placing orders for the summer research program.</li> </ul> <p>Kalli gave an update on MSDS online.</p> <ul style="list-style-type: none"> <li>SDS' are electronically indexed within the system.</li> <li>Kalli will take over the role of submitting SDS' into the system for the P.I.</li> </ul> <p>Kalli gave an update on the research lab trainings.</p> <ul style="list-style-type: none"> <li>A trainings table has been created on the website with the intent to clarify what trainings students, residents, faculty and staff entering the research laboratories require.</li> <li>A refresher training will be available for the individuals who took their lab standard/hazard communication training last year.</li> <li>A new custodial team will be handling the cleaning of the research laboratories in May.</li> </ul> | <b>No Action Required</b>  |  |  |  |
| Summer Research Experience | <p>Dr. Ontiveros gave an update on the summer research experience.</p> <ul style="list-style-type: none"> <li>Dr. Ontiveros sent an email to the students asking for current location and their continued interest in participating in the summer research experience. <ul style="list-style-type: none"> <li>There were 38 responses, indicating that they are planning on participating.</li> <li>There was one response, indicating non-participation.</li> <li>Twenty-eight are currently located in New Mexico.</li> </ul> </li> <li>Students, who are currently located out of New Mexico, were advised to arrive mid-May to provide adequate self-isolation time.</li> </ul>  | <b>No Action Required</b>  |  |  |  |
| MSRD                       | <p>Dr. Ontiveros gave a brief update on Medical Student Research Day (MSRD).</p> <ul style="list-style-type: none"> <li>The research office is still planning to move forward with Medical Student Research Day.</li> <li>Dr. Ontiveros is currently working on finalizing the MSRD website on April 29, 2020 so the students have all the information that they need related to abstracts.</li> <li>The call for abstracts will open on May 1. Submission deadline will be the second week of July.</li> <li>The office will need to develop a system for virtual posters and presentations and a means for judges to interact.</li> </ul>  | <b>No Action Required</b>  |  |  |  |

X

**Adjourn**

Meeting adjourned at 3:08 PM

**Signature on File**

Committee Chair

**May 28, 2020**

Date