

**BCOM Research Advisory Council Meeting
September 21, 2018**

Members Present:		Joseph Benoit, PhD (Chair), Steven Ontiveros, Erin Palazzolo, MLIS,			
Members Absent:		Adrienne Kania, DO, Richard Selinfreund, PhD			
Other Attendees		Michael Woods, PhD (ex-officio) Martha Enriquez (Recording Secretary)			
Item	Topic/Agenda	Discussion	Recommended Action	Responsible Person(s)	Actions/Follow-Up
I.	Approval of Minutes				
	July 19, 2018 Meeting Minutes	Meeting Minutes for July 19, 2018 were unanimously approved	UNANIMOUSLY APPROVED		
II.	Announcements				
	None				
III.	Old Business				
VI.	New Business				
	College Strategic Plan	A copy of the College Strategic Plan was distributed. Dr. Benoit discussed about the Strategies Tracking Spreadsheet relative to research.			
	Faculty Incentive Policy (Draft)	Dr. Benoit briefly discussed about the Faculty Incentive Policy. There were three respondents and one comment.			
	Summer Fellowship Faculty and Student Application Forms	<p>Dr. Ontiveros discussed about the Summer Fellowship Program for students and faculty.</p> <ul style="list-style-type: none"> • A draft of the Summer Fellowship Faculty Application Form was distributed. The application was discussed and revisions were made based on committee recommendations. • A draft of the Summer Fellowship Student Application Form was distributed. The application was discussed and revisions were made based on committee recommendations. <p>Dr. Ontiveros made a motion to move Medical Student Research Day to July 19, 2019.</p> <ul style="list-style-type: none"> • 3 For 			

		<ul style="list-style-type: none"> • 0 Against • 0 Abstention 			
	Update on Research Lab	Dr. Woods gave a brief update on the research lab.			
	Faculty Research Support Fund	The Research Advisory Council will be responsible for reviewing incoming requests.			
VII.	Other				
	None				
X	Adjourn				

Meeting adjourned at 2:44 PM


 Committee Chair


 Date