

**BURRELL Research Advisory Council Meeting (via In-person RM 161)**

**September 22, 2023, 11:00AM - 11:30AM**

<b>Members Present:</b>		Oliver Hayes, DO (Interim Chair); Kalli Martinez, MS (ex-officio); Pedro Del Corral, MD, PhD; Adrienne Kania, DO			
<b>Members Absent:</b>		Harald M. Stauss, MD, PhD; Jennifer E. Taylor, (ex-officio); H. Eduardo Velasco, PhD, MD, MS (ex-officio); Jeffrey Briggs, OMSI; Amelia Hidalgo, OMSII; Michael Frederick, MD; Jon Jackson, PhD			
<b>Other Attendees</b>		Irina Zhorzholiani, MBA; Kim Altamirano (for Cynthia Peraza, MBA); Robyn DeRocchis (for Norice Lee, MLIS), Tom Eiting, PhD			
Item	Topic/ Agenda Items	Discussion	Recommended Action	Responsible Person(s)	Actions/Follow-Up
I.	Call to Order	N/A			
II.	Approval of Minutes	N/A			
III.	Agenda Items				
	a. Purpose of RAC	<p><b>***SPECIAL INTRODUCTION RAC MEETING***</b></p> <ul style="list-style-type: none"> <li>██████████ Proposed RAC Meeting Schedule (Members have reached an agreement for a more convenient day, selecting Tuesdays or Thursdays.)</li> <li>██████████ Discussion on the Purpose of RAC. <ul style="list-style-type: none"> <li>██████████ Review legal and national changes in policy, laboratory needs, and summer research experience needs.</li> <li>██████████ Review and provide feedback on SOPs or documents brought to the committee for review that entail research,</li> </ul> </li> <li>██████████ Expressed concerns regarding Florida research faculty and their oversight, including the potential implementation of a virtual component.</li> <li>██████████ Thoughts of including FIT faculty to provide support for research activities.</li> <li>██████████ Internal work on process flow to address gaps discussed, including the addition of two new purposes for</li> </ul>	<b>Change RAC meeting date and time.</b>	<b>Ms. Peraza</b>	

		<p>RAC:</p> <p>1) Budget Review and Setting Budget Priorities (Jennifer Taylor to Participate in Budget Review Meetings).</p> <p>2) Establishing Institutional Priorities, Specifically Focusing on 1-3 Research Endeavors Aligning with College Mission, Personnel/Future Personnel, and Osteopathic Medicine.</p> <ul style="list-style-type: none"> <li>• <b>Dr. King:</b> Suggested exploring alternative methods for involving students in research beyond the summer research experience and proposed that RAC investigates such opportunities.</li> <li>• <b>Dr. Hayes:</b> Budget and summer research will be discussed during the next RAC meeting.</li> </ul>	<p><b>Add topic of discussion for next meeting.</b></p> <p><b>Add topics of discussion for next meeting</b></p>	<p><b>Ms. Peraza</b></p> <p><b>Ms. Peraza</b></p>	
	b. Frequency of Meeting	<ul style="list-style-type: none"> <li>• <b>Dr. Hayes:</b> The RAC will transition to a quarterly meeting schedule.</li> </ul>	<b>Reschedule RAC to meet quarterly</b>	<b>Ms. Peraza</b>	
	c. RAC Membership	<ul style="list-style-type: none"> <li>• <b>Dr. Hayes:</b> Jennifer Taylor has been excused from regular RAC meetings but will attend when budget discussions occur.</li> </ul>	<b>Remove Jennifer from recurring RAC meeting invite.</b>	<b>Ms. Peraza</b>	
	d. Research Laboratory Space	<ul style="list-style-type: none"> <li>• <b>Dr. Hayes:</b> Lab lease expiration approaching, allowing room for negotiation. Jeff Harris discussing lab space with NMSU.</li> <li>• <b>Dr. Kania:</b> Primary concern regarding involvement with NMSU revolves around shared space and accessibility.</li> <li>• <b>Dr. Hayes:</b> New lab space must align with the requirements of students and faculty. Discussion on research space to be included in the RAC meeting agenda, with an invitation extended to Jeff for insights from his discussions with UMSU.</li> </ul>	<b>Keep research lab space on radar for future RAC meeting agendas.</b>	<b>Ms. Peraza</b>	
<b>IV.</b>	<b>New Business</b>				
	None				
<b>V.</b>	<b>Old Business</b>				
	None				

VI.	<b>Other</b>			
	None			
VII.	Meeting Adjourn: N/A			

*Oliver Hayes*

10/24/2023

---

Committee Interim Chair

Date