

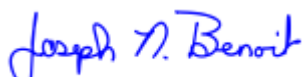
BURRELL Research Advisory Council Meeting (via Video/Electronic Conferencing)

May 3, 2023, 1:00PM – 3:00PM

Members Present:		Joseph Benoit, PhD (Chair); Kalli Martinez, MS (ex-officio); Harald M. Stauss, MD, PhD; Pedro Del Corral, MD, PhD; Adrienne Kania, DO; Jon Jackson, PhD; Norice Lee, MLIS; Cynthia Peraza, MBA			
Members Absent:		Walker Toohey, OMS II; Amelia Hidalgo, OMSI; Jennifer E. Taylor, (ex-officio); H. Eduardo Velasco, PhD, MD, MS (ex-officio); Michael Frederich, MD			
Other Attendees					
Item	Topic/ Agenda Items	Discussion	Recommended Action	Responsible Person(s)	Actions/Follow-Up
I.	Call to Order				
	1:07PM				
II.	Approval of Minutes				
	March 29, 2023	<ul style="list-style-type: none"> • Dr. *****: Move to approve minutes. • Dr. *****: Second to approve. • Ms. *****: Abstention (was not present during last meeting) 	APPROVED 1:08PM		
III.	Announcements and Updates				
	a. ORSP Update	<ul style="list-style-type: none"> • Dr. *****: Getting ready for SRE and budget closeout. ***** , DO chosen for Distinguish in Research award, transcript will have annotation. Next year anticipating more than one. ***** final report will be printed on archival paper. Norice assists with the getting the report bound and hard copy to maintain in library and Deans office. • Dr. *****: Still waiting for final budgets. • Dr. *****: Faculty having issues with Qualtrics single sign-on. The issue is on our side, not Qualtrics. IT, ***** suggested not to address the issue until the end of May. Addressing the issue now can affect the log on for all existing users. Updates with Microsoft 365 affected the single sign on users. • Dr. *****: Have been working with ***** on SharePoint site for HRPP and IRB. IRB is currently being used for reviews. IBC site in development. Communicate issues and we will address the problems. • Dr. *****: ***** , MBA joining IRB to bring her expertise in 	No Action Required		
			No Action Required		
			No Action Required		
			No Action Required		

		<p>diversity.</p> <ul style="list-style-type: none"> • Dr. *****: Presented at ACOM. Will be working in an implementation of a survey network. • Dr. *****: Continuing website review. Annual report due and have June deadline. Met with *****, *****, *****, and ***** to discuss planning for Florida implementation. Planning has moved to a Teams site for workflow items. We will be populating this Teams site. 	<p>No Action Required</p> <p>No Action Required</p>		
	b. Medical Student Representative	<ul style="list-style-type: none"> • (Not present) 	<p>No Action Required</p>		
	c. Research Laboratories	<ul style="list-style-type: none"> • Ms. *****: One student at lab doing their research elective rotation, student of Dr. Szalai. • Ms. *****: Preparing for SRE. Asked faculty to ensure training is up to date. Faculty placed a lot of orders. • Ms. *****: Sending new laboratory risk assessment tool to PIs and asking them to put all protocols through the tool. • Ms. *****: Sent out laboratory and hazard communication training/ refresher. Almost all have completed the training. • Ms. *****: Company came and ran autoclave maintenance, everything went well. 	<p>No Action Required</p> <p>No Action Required</p> <p>No Action Required</p> <p>No Action Required</p> <p>No Action Required</p>		
	d. Medical Student Research i. Summer Research Experience	<ul style="list-style-type: none"> • Dr. *****: Asked ***** to set up Leo courses for SRE and OM6000 that goes parallel with SRE. SRE students were sent the Qualtrics form link to register for the OM6000 course. Followed up with the workshop speakers. Received response from Dr. Orr and papers to be reviewed by students were received. Will send the papers to Norice for copyright review. Orientation day is Wed. May 31st. 	<p>Send Articles to Norice</p>	<p>Dr. *****</p>	
IV.	New Business				

	New Business Consent Agenda i. Strategic Plan Amendment Discussion	<ul style="list-style-type: none"> Dr. *****: COCA has the Strategic Plan and is looking over it. ***** and ***** agree that it addressed the initial parts. To get the “draft” removed from the plan, RAC needs to review the draft version that is set to be effective on July 1st. Asking RAC for ramification of this version currently being reviewed by COCA. 	Send Strategic Plan document with track changes.	Dr. *****	
V.	Old Business				
	None				
VI.	Other				
	None				
VII.	Meeting Adjourn: <ul style="list-style-type: none"> Dr. *****: Move to adjourn. Dr. *****: Second. Meeting adjourned at 2:17PM				


Joseph N. Benoit, Ph.D.

08/30/23

Committee Chair

Date