SPH Research Committee
Fall 2021 Meeting
Friday, November 18th | 1:30pm - 3:00pm

Zoom

Welcome and Introductions (*Facilitator:* ▮▮▮▮▮*, Purpose:* ▮▮▮▮)

- ▮▮▮▮▮▮▮▮▮▮▮ Associate Dean for Research
- New committee members

SPH Research Committee Charge (*Facilitator:* ▮▮▮▮*, Purpose: Discuss and Clarify*)

- Supporting documentation: Research Committee description from SPH bylaws (attached)

Visioning/Prioritizing for this year (*Facilitator:* ▮▮▮▮*, Purpose: Discuss and Plan*)
- Pilot grants program – Prior grants: Catalyst ($25k), Kickstarter ($5k)
    o ACTION ITEM: Kickstarter opportunity still available and should be re-publicized
- Grand rounds/Seminar series
- Website build out of research sections
- CEPH accreditation activities/tasks
- Training & support for researchers
- Finalizing research goals to go to faculty council
- Other topics suggested by committee

Student representative on committee (*Facilitator:* ▮▮▮▮*, Purpose: Discuss and Decide*)
- Develop process for nominating/selecting student representative before next quarterly meeting
    o ACTION ITEM: Chair will contact the Student Leadership Council and ask that they identify a representative for the Research Committee

Meeting frequency (*Facilitator:* ▮▮▮▮*, Purpose: Discuss and Decide*)
    ACTION ITEM: Monthly meeting schedule decided. Administrative support will follow up

Solicit interest in ad-hoc subcommittee tasks (*Facilitator:* ▮▮▮▮*, Purpose: Share*)

*Attachments on Sharepoint

Next SPH Research Committee Meeting: TBD

SPH Research Committee
January 2022 Meeting
01/21/2022
AGENDA

Welcome, Introductions, Announcements *(Facilitator:* ██████ *, Purpose: Share)*
- New attendees
- Announcements

Review of minutes from November 2021 meeting *(Facilitator:* ██████ *, Participation: All, Purpose: Approve).* <mark>(link to minutes)</mark>

SPH Research Goals *(Facilitator:* ██████ *, Purpose: Initiate Discussion, Provide Feedback)* <mark>(Goals included with agenda)</mark>

Follow-up on Item from Visioning/Prioritizing discussions in 11/2021
- SPH Pilot Grants *(Facilitator:* ██████ *, Purpose: Update, Discuss and Decide)*
  - Timeline, implementation, review processes for this year
- Website buildout of research sections *(Facilitator:* ██████ *, Purpose: Initiate Discussion)*

Student representative on committee *(Facilitator:* ██████ *, Purpose: Update)*

Research Staff representative on committee *(Facilitator:* ██████ *, Purpose: Solicit Opinions)*

Meeting frequency *(Facilitator:* ██████ *Purpose: Update)*

Wrap up / Review Action Items

SPH Research Committee
February 2022 Meeting
02/25/2022
AGENDA

Welcome, Introductions, Announcements *(Facilitator:* ████ *, Purpose: Share)*
- Welcome student representative, █████████
- Announcements

Review of minutes from January 2022 meeting *(Facilitator:* █████ *, Purpose: Approve).* <mark>(link to minutes)</mark>

SPH Website – Revamping Research *(Facilitator:* ██████ *Purpose: Continue Discussion)*
- Research content to include on SPH sites
- Sites shared by Research Committee members
  - What was effective?
  - What do members like/dislike about various sites?

Catalyst Awards Review Process *(Facilitator:* █████ *, Purpose: Discuss and Decide)*
- Continued from January 2022 meeting.

Research Staff representative on committee *(Facilitator:* █████ *, Purpose: Decide)*

Wrap up / Review Action Items

<p style="text-align: center;">**SPH Research Committee**
March 2022 Meeting
03/31/2022
AGENDA</p>

Welcome, Announcements (*Facilitator:* ████, *Purpose: Share*)

Review of minutes from February 2022 meeting (*Facilitator:* ████, *Purpose: Approve*). <mark>(link to minutes)</mark>

Catalyst Awards Reviews (*Facilitator:* ████, *Purpose: Discuss and Decide*)
- Applications due 5/1/2022
- Decision needed: Reviewer selection process

Defining Research Expertise (*Facilitator:* ████, *Purpose: Discuss*)
- How to define/disseminate areas of expertise for
    - School
    - Faculty
- How to define "research" faculty in SPH?
- Ideas for activities about how to solicit information from the wider SPH faculty/staff?

SPH faculty for Award Nomination Ideas (*Facilitator:* ████, *Purpose: Discuss*)
- Nominating colleagues for internal and external awards
- <mark>See attached document</mark>

Additional Topics/Areas for Research Committee to pursue into next AY

Wrap up / Review Action Items

Future Item
> Update/continued discussion on SPH Strategic Goals for Research (April meeting)

SPH Research Committee Meeting
AGENDA
Tuesday, April 19, 2022
Via Zoom

Welcome, Announcements *(Facilitator:* ███ *, Purpose: Share)*
- New Research Committee member needed
- Standing item: Nominating SPH faculty/staff/students for research awards
- Other announcements

Review of minutes from March 2022 meeting *(Facilitator:* ███ *, Purpose: Approve).* (link to minutes)

Catalyst Awards *(Facilitator:* ███ *, Purpose: Update)*
- Applications due 5/1/2022
- Update on potential applicants
- Review templates, suggest refinements/alternatives

Continued discussion on SPH Strategic Goals for Research *(Facilitator:* ███ *, Purpose: Discuss/Provide Feedback)*

Follow-up: Defining Research Expertise *(Facilitator:* ███ *, Purpose: Review/Update)*
- Qualtrics to solicit information from the wider SPH faculty/staff
- Review APHA expertise list; suggest additions
- Upcoming process

Additional Topics/Areas for Research Committee to pursue into next AY
- Please forward any items members would like to propose

Wrap up / Review Action Items

Future Items
    Review Catalyst Award applications (May)
    Planning for next academic year

SPH Research Committee Meeting
AGENDA
Wednesday, June 8, 2022
2:30 – 4:00PM
Via Zoom

Welcome, Announcements *(Facilitator:* ███ *, Purpose: Share)*
- New Research Committee member needed
- Committee Membership for next academic year
- Standing item: Nominating SPH faculty/staff/students for research awards

Review of minutes from April 2022 meeting *(Facilitator:* ███ *, Purpose: Approve).* (link)

Updates from ███
    a. SPH Strategic Planning
    b. Cluster hire

Updates on Catalyst Awards

Potential Research Committee Activities for next year
    a. Research Retreat
    b. Supporting/involving students in research
    c. Faculty development
    d. Others

Wrap up / Review Action Items
- Chair position for next year

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Future Items
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