SCHOOL OF
PUBLIC HEALTH

SPH Research Committee Meeting
AGENDA
October 25, 2022 | 10:30 A.M. - 12:00 P.M.

[Zoom](#)

Welcome and Introductions (*Facilitator:* ▓▓▓▓ *&* ▓▓▓▓*, Purpose: Share*)

Review of minutes from June 2022 meeting (*Facilitator:* ▓▓▓▓*, Purpose: Approve*).
- [Link to minutes](#)

Additional Topics/Areas for Research Committee to pursue into next AY
- Update of OHSU and PSU faculty cluster hire (▓▓▓▓)
- Improvements to SPH research visibility on the public website (▓▓▓▓)
  - Faculty pages, research blogs, grant descriptions, online tools, breaking news
- Supporting students in research (▓▓▓▓)
  - How do Research Committee members financially support students? What are the major barriers to student participation in research – undergraduate, graduate, MPH? Suggestions for us to better understand the various models currently used across the SPH?
  - Student-led grant applications, T32 ideas, diversity supplements, philanthropy, student workers
- Discussion of other priority items for upcoming meetings (▓▓▓▓)

Wrap up / Review Action Items

Future Items

Attachments on SharePoint

Next SPH Research Committee Meeting: November 22, 2022 from 10:30am – 12:00pm

SPH Research Committee Meeting
AGENDA
November 22, 2022 | 10:30 A.M. - 12:00 P.M.

[Zoom](#)

Welcome and Introductions (*Facilitator:* ■ *; Purpose: Share*)

Review of minutes from October 2022 meeting (*Facilitator:* ■ *; Purpose: Approve*).

- [Link to minutes](#)

SPH Faculty Research Survey – MS Teams link (*Facilitator:* ■)
- [SPH Survey Questions.docx](#). Committee members should add questions for discussion to the linked document before <u>November 22</u> meeting. Finalize survey questions and preamble that will encourage participation. Identify appropriate person to conduct survey.

SPH Research Priorities (*Facilitator:* ■)
- Should the School explore conducting a strategic planning process for Research? Example from University of Washington MS Teams link: [UW_Research_Strategic_Priorities_survey.pdf](#)

Moving forward with Research Website development (*Facilitator:* ■)
- Create subcommittee to develop content, major elements, functionality. Links between MPH disciplines and research themes?

Student representative position on the research committee (*Facilitator:* ■)

Finalize Kickstarter grant description to include student applicants (*Facilitator:* ■)

Collins Medical Trust (*Facilitator:* ■)

Discussion of other priority items for upcoming meetings (*Facilitator:* ■)

Wrap-up / Review Action Items

Future Items

Attachments on SharePoint

Next SPH Research Committee Meeting: <u>December 27, 2022 from 10:30am – 12:00pm</u>

SPH Research Committee Meeting
AGENDA
January 24, 2023 | 10:30 A.M. - 12:00 P.M.

[Zoom](#)

1. **Welcome and Introductions** (*Facilitator:* ███████*; Purpose: Share*)

2. **Review of minutes from November 2022 meeting** (*Facilitator:* ███████*; Purpose: Approve*)

   a. *[Link to minutes](#)

3. **Faculty Survey**: Finalize survey questions and aim for early January distribution (*Facilitator:* ███████*)*

4. **Collins medical trust:** Potential funding opportunity (*Facilitator:* ███████*)*

5. **Kickstarter and catalyst review process:** Decide who and how the committee reviews applications. (*Facilitator:* ███████*)*

6. **Website subcommittee:** New hire will start in January; committee should produce content soon (*Facilitator:* ███████*)*

7. **Research committee role in student research week:** Is there a role for the committee in assisting this annual event? (*Facilitator:* ███████*)*

8. **Research retreat and strategic plan**: Short- and long-term planning (*Facilitator:* ██*)*

9. **Discussion of other priority items for upcoming meetings** (*Facilitator:* ███████*)*

10. **Wrap-up / Review Action Items**

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*Attachments on SharePoint

Next SPH Research Committee Meeting: February 28, 2023 from 10:30am – 12:00pm

SPH Research Committee Meeting
AGENDA
February 28, 2023 | 10:30 A.M. - 12:00 P.M.

[Zoom](#)

Welcome and Introductions (*Facilitator:* ▮▮▮▮; *Purpose: Share*)

Review of minutes from January 2023 meeting (*Facilitator:* ▮▮▮▮; *Purpose: Approve*)
   *[Link to minutes](#)

Update on SPH Researcher of the Year award (*Facilitator:* ▮▮▮▮)

Kickstarter and Catalyst Awards: Finalize the 2022-23 SPH Catalyst document that is available on MS Teams *(Facilitator:* ▮▮▮▮▮▮*)*

- <mark>Please review and make comments before the meeting</mark>
- Agree on a review process for Catalyst awards

Website subcommittee: Update on Feb 22 subcommittee meeting (*Facilitator:* ▮▮▮▮)

Student research week: Attend conference and review posters

Research retreat and strategic plan (*Facilitator:* ▮)
- Input from committee on needs and goals for a retreat
- Discuss a process for creating a research strategic plan
- Consider a future survey similar to the University of Washington approach which is posted on our MS Teams page

Discussion of other priority items for upcoming meetings (*Facilitator:* ▮▮▮▮)

Wrap-up / Review Action Items

Attachments on SharePoint

Next SPH Research Committee Meeting: <u>March 28, 2023 from 10:30am – 12:00pm</u>

SCHOOL OF
PUBLIC HEALTH

Portland
State
UNIVERSITY

OHSU

SPH Research Committee Meeting
AGENDA
April 25, 2023 | 10:30 A.M. - 12:00 P.M.

Zoom

1. **Welcome and Introductions** *(Facilitator:* ███████ *; Purpose: Share)*

2. **Review of minutes from February 2022 meeting** *(Facilitator:* ███████ *; Purpose: Approve)*

    a. *Link to minutes

3. **Survey – Initial survey results available on MS Teams site. Please review before meeting.** *(Facilitator:* ███████ *)*

4. **Student Research Symposium – Post symposium report, role of Research Committee in future years** *(Facilitator:* ███████ *)*

5. **Kickstarter award update – Update on awards to date, need for final advertisement?** (*Facilitator:* ███████ *)*

6. **Catalyst Awards Update** *(Facilitator:* ███████████████ *)*
    a. **Review example rubric, finalize rubric for June meeting**
    b. **Qualitative data collection and making a case for a higher budget**

7. **Website development Update on Apr 3 meeting – Review progress on new pages** *(Facilitator:* ███████ *)*

8. **Discussion of other priority items for upcoming meetings** *(Facilitator:* ███████ *)*

9. **Follow up about strategic planning discussion from Feb meeting notes** *(Facilitator:* ███████ *)*

10. **Wrap-up / Review Action Items**

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*Attachments on SharePoint

Next SPH Research Committee Meeting: May 23, 2023 from 10:30am – 12:00pm

SPH Research Committee Meeting
AGENDA
May 23, 2023 | 10:30 A.M. - 12:00 P.M.

[Zoom](#)

1. **Welcome and Introductions** *(Facilitator:* ██████ *Purpose: Share)*

2. **Review of minutes from April 2023 meeting** *(Facilitator:* ██████ *; Purpose: Approve)*

   a. *[Link to minutes](#)

3. **Research SPH Standing Committee Membership Verification - Planning for 2023-2024** *(Facilitator:* ██████ *)*

   a. *[Link to Standing Committee Membership Verification](#)

   b. Need to identify 3 PSU committee members

   c. Update from ██████

4. Faculty Survey – Update on status of the student analysis of survey data (██████).

5. Catalyst Award rubric for evaluating awards (██████)

6. **Strategic planning and faculty retreat plans for Fall 2023** *(Facilitator:* ██████ *)*

7. **Wrap-up / Review Action Items**

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*Attachments on SharePoint

Next SPH Research Committee Meeting: May 23, 2023 from 10:30am – 12:00pm