



SCHOOL OF
PUBLIC HEALTH

SPH Research Committee
October 2023 Meeting
Confirmed Minutes

Wednesday, October 4, 2023

Meeting started at: 9:30 AM

Location: Zoom

Attendees

	Representing	Member
1	OHSU	
2	OHSU	
3	PSU	
4	OHSU	
5	PSU	
6	PSU	
7	PSU	

Non-Voting Members Present:

Members Absent: N/A

Agenda Item	Discussion & Documents	Action
Welcome and Announcements ()	Introductions of committee members	
Research website updates and plans for creating content ()	Discussed and reviewed developments to the research website https://ohsu-psu-sph.org/research/ . Important features to note: <ul style="list-style-type: none">Research news and updates are now being highlighted in the weekly research newsletter. is working with Communications Manager to have a regular feature of what's going on in research, the department and faculty.is also working with HR to highlight and update any upcoming research assistant positions available, so that students know where to go to find opportunities to work directly with research and get more involved.	



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	<ul style="list-style-type: none">• Publications – [REDACTED] is working with [REDACTED] to make sure all the publications are updated. Publications are currently being pulled from PubMed. The hope is to have a more robust RSS feed built out from PubMed with the search criteria that [REDACTED] has provided. <p>Research Database</p> <ul style="list-style-type: none">• This is a little more complex to put on the website and is a long-term goal. [REDACTED] is working directly with Juniper to build a CRM like database and figure out how it can be added to the website and be easily searchable. The hope is to have grants and research projects pull into this database as well. <p>Communications Intake Forms: This is for anyone that wants to create a, have a feature about their work.</p> <ul style="list-style-type: none">○ https://ohsu-psu-sph.org/communications/○ https://ohsu.ca1.qualtrics.com/jfe/form/SV_b9kEA5OZPuCzH7w	
Plan the Dec 7th research retreat ([REDACTED])	<p>[REDACTED] will be the moderator. If you are interested in working with [REDACTED], send her an email. [REDACTED] will help with scheduling a sub-committee working meeting. There is a working document on the teams page for planning: SPH Research Retreat Planning Document</p> <p>What is the purpose of the retreat?</p> <ul style="list-style-type: none">• To create community, for people to get to know each other and their work; faculty, research staff and students. <p>What topic and activities do we want?</p> <ul style="list-style-type: none">• Potential topics with systematic discussions: familiarization of research set, potential center of excellence on a research theme training grants, future directions website.• A good orientation item would be to re-share and summarize the faculty survey results from Spring 2023.• Potential starting activity: Scavenger hunt• Lunch conversations, “lighting style” for research interested in informal conversations about collaborations with groups, community agencies or an organization that the school is interested in fostering a research collaboration with.	<ul style="list-style-type: none">• Email [REDACTED] if you’re interested in working with her on retreat planning.• [REDACTED] will schedule a sub-committee working meeting.• [REDACTED] will work with [REDACTED] on budgeting for catering snacks/beverages/lunch and other items such as large sticky notes, pens and markers.



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	<p>Do we want to invite all students or only doctoral students?</p> <ul style="list-style-type: none">• Yes <p>VPT 515 has been reserved all day and will be encouraging attendance in person, there will be no virtual option.</p> <p>Catering will be needed for snacks, lunch and beverages.</p>	
Discussion of other priority items for upcoming meetings (██████)	<ul style="list-style-type: none">• Kickstarter Award – Applications will open this weekend and will remain open until funds runs out. Something to consider is that there will most likely be more applicants than money.<ul style="list-style-type: none">○ The language and application dates from October – February. The application will be available at InfoReady (infoready4.com)	<ul style="list-style-type: none">• ██████ I will update the application in infoready.
Meeting Wrap Up (██████)	<ul style="list-style-type: none">• Next meeting is November 1, 2023	

*Attachments on SharePoint

Meeting Closure: The meeting concluded at 11:00AM

Next Scheduled Meeting: *November 1, 2023 9:30 AM – 11:00 AM*