SPH Research Committee
January 2024 Meeting
Confirmed Minutes

Wednesday, January 3, 2024
Meeting started at: 9:30 AM
Location: Zoom

Attendees

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<th>Member</th>
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Non-Voting Members Present: [Redacted]

Members Absent: [Redacted]

Agenda Item | Discussion & Documents | Action
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Welcome and Announcements | • Welcomed new member to the committee |  
Review December Minutes | • *Link to minutes | • The chair will move approval to an electronic vote.
Research retreat debrief | • Reviewed the survey results: [SPH Research Retreat Dec. 7 2023 Survey Results](#)
  • Brainstormed ideas on how to improve, follow-up and keep everyone engaged post retreat. | • Committee: Review the survey feedback form, if there are objections, please email [Redacted] or chair by 1/5/24.
- Work on compiling information to provide a clearer guide on website participation for everyone.
- Organize a focused activity to delve into budgeting and lab management ideas soon.
- Looking ahead – host another SPH Research Retreat, one that includes everybody that wants to do research.

**Catalyst Award ( )**
- The committee reviewed the application and made necessary updates for this year.
- Will need to send an email to the school clarifying that people can request up to $5K but will need to provide a detailed explanation of why.
- The application will be launched on 01/04/2024 with a deadline of 5/29/24.
- The committee will review applications at the June meeting.

**Strategic Plan: Next steps ( )**
- What role does this committee have in the strategic plan for research and what do we need to do?
  - Committee will read through the SPH strategic plan and review at February's meeting to see where we can align.

**Identify priorities for the research committee for the remainder of the ACY ( )**
- PSU Faculty Research Awards – an email went out three weeks ago and again on 1/3/24. There are currently no responses or nominations.
- Kickstarter Award – keep reviewing applications.
- Student Research Conference – How can this committee help support? Emily will keep us updated.

**Meeting Wrap Up ( )**

*Attachments on SharePoint*

Meeting Closure: The meeting concluded at 11:00AM
Next Scheduled Meeting: February 7, 2024, from 9:30 AM – 11:00 AM