



SCHOOL OF
PUBLIC HEALTH

**SPH Research Committee May
2024 Meeting Minutes**

Wednesday, May 1, 2024
Meeting started at: 9:30 AM
Location: Zoom

Attendees

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

Non-Voting Members Present:

Members Absent:

Agenda Item	Discussion & Documents	Action
Approve April 2024 minutes ()	* Link	Approved
Meet with (60 minutes)	was unable to attend the meeting.	Admin will send the Dean an invitation for June's meeting.
Debrief on student research conference (Facilitator:)	Overall, it went well and was a positive experience. The organizers said they received a lot of constructive feedback which they will be taking back in the hope of improving future conferences; such as improving communications about timing.	
Research Seminar Series (Facilitator:)	will be speaking at the first seminar series in June. Please fill out the doodle poll to narrow down some dates. It will be hybrid, VPT 515 and zoom.	about creating a flyer and posting the event to the website.



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	<p>██████████ will work with ██████████ to create a flyer to email it schoolwide and also add it to the webpage events calendar.</p> <p>██████████ is a tentative yes to be a speaker in the fall.</p>	
Planning for Catalyst award review process (<i>Facilitator: ██████████</i>)	<p>The deadline is set for May 29th and the committee will meet on June 5th to review applications using a rubric.</p> <p>Reminders and highlights have gone out in the monthly Research Newsletter.</p>	
Discussion of other priority items for upcoming meetings (<i>Facilitator: ██████████</i>)	<p>How can the RC help with future student research conferences?</p> <p>Research page - Have a spot to highlight student research</p> <p>Research Retreat - Create a doodle poll for December</p>	
Meeting Wrap Up (<i>Facilitator: ██████████</i>)	<p>Next meeting is scheduled for June 5, 9:30 AM – 11:00 AM.</p>	

*Attachments on SharePoint

Meeting Closure: The meeting concluded at 10:30AM

Next Scheduled Meeting: *June 5, 2024, from 9:30 AM – 11:00 AM*