



SCHOOL OF
PUBLIC HEALTH

**SPH Research Committee
April 2024 Meeting
Confirmed Minutes**

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

Attendees

	Representing	Member
1	OHSU	
2	OHSU	
3	PSU	
4	OHSU	

Non-Voting Members Present:

Members Absent:

Agenda Item	Discussion & Documents	Action
Welcome and Announcements 		
Approve March 2024 minutes 	Quorum not met. The chair will move the vote electronically.	will send an email to move vote.
Update on SPH student research conference 	It's been unclear regarding times for events/agenda, for future conferences, will advise SLC for clearer and more consistent communications on events.	
Prep for upcoming meeting with Dean 	Dean will be joining us for the May meeting. At the moment, the meeting is setup as open discussion, but it would be ideal to have topics to discuss <ul style="list-style-type: none"> Who in the SPH is working in the Knight Cancer Research Process for what RC is planning to support faculty and the research enterprise Any specific asks of him <ul style="list-style-type: none"> Budget (i.e.: research retreats; seminar series) What does research in the sph look like and is research being represented 	will collate survey info from the research retreat and share with the Dean.



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	<ul style="list-style-type: none">• Ask the Dean<ul style="list-style-type: none">○ Where does research fit into his priorities○ Building relationships with local system	
SPH research spring seminar series [REDACTED]	<p>Hold a meeting 1x a month or quarterly (timing is still TBD) with a speaker in person but hold the meeting as hybrid (same day, same time every month). [REDACTED] can support this administratively. We can announce the first one but also ask for feedback on how often people think this should happen.</p> <p>Potential speakers to invite. This can be speaker or panel style; we can ask which would be appropriate for their talk.</p> <ul style="list-style-type: none">• [REDACTED] (give options on how she'd like to present)• [REDACTED]• A panel of environmentalists that address climate change <p>Invite the Research Administration Partner Pod at present – [REDACTED] can possibly facilitate this</p> <ul style="list-style-type: none">• Talk about what various software are available• What programs exist• How should you be monitoring your grant• How to manage a grant	<p>Identify date/time to have the first seminar series.</p> <p>[REDACTED] will contact [REDACTED] to ask if she can be our first speaker.</p> <p>Will need to verify funds for catering food.</p>
Peer review support and affiliate faculty engagement [REDACTED]	<p>What do affiliate faculty do and can we ask them to do things such as peer reviews? The affiliate faculty currently do not have heavy asks from the school. However, [REDACTED] has a meeting scheduled with the AD of Faculty Affairs to go over this. This doesn't seem like it'll be too big of an ask but more details to come!</p>	
Confirm Catalyst award review schedule [REDACTED]	<p>The deadline is set for May 29, the committee will review it at the June 5 meeting.</p>	
Discussion of SPH Research Themes: Review Faculty survey results and Strategic Plan [REDACTED]	<ul style="list-style-type: none">• The top 5 themes. It would be nice to know who is affiliated with these and curate the content of their work.<ul style="list-style-type: none">○ Social determinants of health○ Health systems policy○ Research○ Health equity○ Mental health	



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	<ul style="list-style-type: none">• These themes are going to be publicly disseminated<ul style="list-style-type: none">○ Add the survey results to the research webpage○ We can ask the web specialist to pull from the research newsletter and the survey to update the website.	
Discussion of other priority items for upcoming meetings [REDACTED]		
Meeting Wrap Up [REDACTED]	Next meeting is scheduled for May 1, 9:30 AM – 11:00 AM.	

*Attachments on SharePoint

Meeting Closure: The meeting concluded at 11:00AM

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