



SCHOOL OF  
**PUBLIC HEALTH**

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

Wednesday, March 6, 2024  
Meeting started at: 9:30 AM  
Location: Zoom

**Attendees**

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

**Non-Voting Members Present:**

**Members Absent:**

| Agenda Item                       | Discussion & Documents   | Action   |
|-----------------------------------|--|--|
| Welcome and Announcements<br>     |  |  |
| Approve February 2024 minutes<br> | <a href="#">SPH Research Committee February Minutes</a>  | <ul style="list-style-type: none"><li>Approved</li></ul> |
| Research Awards<br>               | <p>Awards that the RC should be promoting at OHSU &amp; PSU</p> <ul style="list-style-type: none"><li>Researcher of the year (PSU award, 1x a year)</li><li>Faculty senate award (OHSU 1x every 4 years)</li></ul> <p>How do we get people to nominate, make it an easier process and valuable?</p> <ul style="list-style-type: none"><li>The RC could kick off the nominations to promote research</li><li>Share previous year's winners – The Dean could send an email, or we could post a video of the winner, along with any highlights<ul style="list-style-type: none"><li>This could also live on the website</li></ul></li></ul> |  |



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|   | <ul style="list-style-type: none"><li>• Share previous years of applications for example</li><li>• Create a rubric</li></ul>   |  |
| Student conference update - April 2024 ( [REDACTED] ) | <ul style="list-style-type: none"><li>• Will be held in the ballroom at PSU – Smith Memorial Student Union</li><li>• Subcommittee has been formed to start planning; nothing has been finalized</li><li>• Topics are still TBD but breakout sessions will still take place</li></ul>   |  |
| Research retreat follow-up [REDACTED]                 | <ul style="list-style-type: none"><li>• [REDACTED] is working on composing an update/overview email from the RC to the faculty<ul style="list-style-type: none"><li>○ A draft email will be sent to the committee, please review and send edits to [REDACTED]</li></ul></li><li>• RC will start planning for a possible spring retreat<ul style="list-style-type: none"><li>○ In addition to the retreat have three short virtual seminar series - the committee can invite a speaker, and talk about some aspect of planning research, professional development/management, supporting grant writing and submission, how to incorporate students into your grant.<ul style="list-style-type: none"><li>• [REDACTED]</li><li>• Research Administration Partner Pod (OHSU)</li></ul></li></ul></li></ul>  | <ul style="list-style-type: none"><li>• [REDACTED] will compose email and circulate it for feedback/edits.</li></ul> |
| Research website [REDACTED]                           | <p>Last month's meeting was cancelled but we did receive an email update.</p> <p>Research Webpage: <a href="https://ohsu-psu-sph.org/research/">https://ohsu-psu-sph.org/research/</a></p> <p>Updates:</p> <ul style="list-style-type: none"><li>• The research page has been updated to include the downloadable PDF of all SPH faculty research projects</li><li>• The publication list has been updated to include the latest faculty research publications from [REDACTED].<ul style="list-style-type: none"><li>○ The page is currently a static page because there have been issues trying to update it automatically.</li></ul></li></ul> <p>Ongoing projects:</p> <ul style="list-style-type: none"><li>• Publications RSS Feed</li><li>• Research Project Directory/Faculty Directory</li></ul> |  |



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|  | If any committee members are interested in joining these monthly website meetings, please let [REDACTED] know.   |  |
| Grant Writing Support<br>[REDACTED]                                    | <ul style="list-style-type: none"><li>• The Grant Village – an intensive grant writing, will start in September 2024. Faculty that are part of this will meet regularly to write parts of their grant but also receive feedback, research mentorship and have access to experts on various aspects of grant writing. Support will also include some funding; class buyout or FTE coverage to help allocate time to do this work.</li><li>• Accountability partners or groups<ul style="list-style-type: none"><li>○ Setup a group review once a year</li></ul></li><li>• Have a group of people willing to be available for a mutual peer review.<ul style="list-style-type: none"><li>○ Is there a role that the RC can play in this? Perhaps take 1 meeting quarterly to review people's AIMS pages and give feedback.</li><li>○ Ask secondary and affiliate appointed faculty members to review grants quarterly.</li></ul></li></ul> | <ul style="list-style-type: none"><li>• DOL will touch base with AD for Academic Affairs regarding secondary &amp; affiliate faculty and what their current roles or asks are in the school.</li></ul> |
| Discussion of other priority items for upcoming meetings<br>[REDACTED] | <ul style="list-style-type: none"><li>• The catalyst awards are coming up in May</li><li>• Research seminars and retreat</li><li>• Support for dissertation grants for PhD students<ul style="list-style-type: none"><li>○ Chairs need NIH funding</li></ul></li></ul>   |  |

Meeting Closure: The meeting concluded at 11:00AM

Next Scheduled Meeting: April 3, 9:30 AM – 11:00 AM