

RESEARCH ADVISORY COMMITTEE

Meeting Minutes

Date: August 17, 2017

Place: Conference Room A324

Members present: Chair: Jeff Burgess, Cyndi Thomson, Scott Carvajal, Doug Taren, (Admin: Suzanna Trejo) (**Absent:** Zhao Chen, David Marrero, Rachele Peterson, Karen Grinfeld, Jamie Boehmer)

Presenter: Marc Verhougstraete

1. Presentation of grant work and focus

- a. Main questions
 - i. What improves the practice?
 - ii. What is best practices?
 - 1. What is best acceptable practice?
- b. Work will focus on:
 - i. Creating a model based on behavior
 - ii. Behavioral & Health Economist
 - iii. Return on investment (ROI)
 - iv. Is there a minimal model?
 - v. QMRA – quantitative microbiological risk assessment
 - 1. HAI – hospital associated infections
 - 2. RTP – research to practice
 - vi. NIH – translational scaling

2. Comments from Committee

- a. **Jeff:** met with Marc previously to work on AIMS page
- b. **N/A:** Marc was not present for in-person comments

3. Discussion of Review Process and Comments

- a. Need a slide template
- b. Quarterly vs. Semi Annually
 - i. Can we get a list of grants that have been ...
 - 1. Submitted
 - 2. Approved
 - 3. Denied
- c. How does committee give comments?
 - i. Handwritten notes on submitted materials
 - ii. Use track changes on submitted word docs
- d. Department Heads
 - i. Should know who is planning on submitting a grant
 - ii. Meet with Dept. heads to discuss this
- e. Does the researcher need to be present?

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ACTION ITEMS:

1. Jeff – Reach out to behavioral scientist (John Ruiz) and Kelly Reynolds about joining the committee
2. Jeff – Determine if a template for slides and comments is necessary and how to format this
3. Suzanna – send out possible dates for regular monthly meeting time and dates

REMINDER: *** Next meeting: September 9, 2017