

RESEARCH ADVISORY COMMITTEE

Meeting Minutes

Date: September 18, 2018

Place: Conference Room A324

Members present: Chair: Jeff Burgess, Cyndi Thomson, David Marrero, Melanie Bell, Kacey Ernst, Doug Taren, Jaime Boehmer, (Admin: Suzanna Trejo) **(Absent:** N/A)

Bylaws Discussion

1. Criteria for the RAC and for Membership

- a. Previous wording regarding the Research Advisory Committee: The Research Advisory Committee works with the Associate Dean for Research to facilitate research within the College. The Committee advises the Associate Dean for Research, the Executive Council and the Dean. Membership includes representatives from all Departments selected by the Associate Dean for Research and based on extensive research experience.

- i. **New wording:** The Research Advisory Committee works with the Associate Dean for Research to facilitate research within the College. The Committee advises the Associate Dean for Research, the Executive Council and the Dean. The Committee provides assistance and advice to College investigators planning research with an emphasis on obtaining extramural funding. Membership includes representatives from all Departments selected by the Associate Dean for Research and based on extensive research experience.

2. Discussion

- a. Should the RAC reviews be mandated?
 - i. Scored but not funded only?
 - ii. Will need review by a senior faculty member prior to presenting to the RAC
- b. Relate mandates to strategic planning?
 - i. What will be the accreditation mandates?
- c. December 2018 retreat – give brief overview of the RAC to discuss the objective
- d. What's the best way to get the word out regarding new grants?
 - i. Newsletter?
 - ii. Dean's update?
 - iii. Once award notice is received then make the announcement

ACTION ITEMS:

- 1. Ensure that presenters know that they must present to the RAC committee in person
- 2. Melanie – Forward Tutorial for pilot studies to Nicole
- 3. Suzanna – send out possible dates for regular monthly meeting time and dates

REMINDER: * Next meeting: November 26, 2018**