

RESEARCH ADVISORY COMMITTEE

Meeting Minutes

Date: March 26, 2020

Time: 2:00-3:00 PM

Place: Via Zoom

Members present: Jeff Burgess, Cyndi Thomson, Robin Harris, Doug Taren, Kelly Palmer
(**Admin:** Olivia Healy) **Absent:** Melanie Bell (sabbatical), David Marrero, Jessica Moon, Scott Carvajal

NO AIMS PAGE PRESENTATION

Meeting Agenda:

1. F31 Session Meeting – April 10th

- a. Two hours is a lot for zoom and we should make it shorter
 - i. Shorten to an hour or an hour and a half at max
 1. Decided on one hour
- b. Ask what students need to know or want to know about applying for an F31
 - i. Confusion about who can apply
 1. Full-time employees that are also students are not eligible
 - ii. What is available in terms of a stipend and project
 - iii. Goal of the study is important (clear and concise)
 - iv. Help student understand that writing F31s are a team effort and require a lot of mentor guidance
 1. Need to have mentors that previously successfully mentored other students previously
 - v. Students working on grants: Ryan, Shawn Armstrong
- c. How meeting will work
 - i. Have Jess provide what F31 brings in terms of resources and what this type of grant is for
 1. Bring in examples of successful submissions
 - ii. Have student, like Kelly, discuss why it was not viable for her. Another student explain why it was viable for them
 1. Have Jeff's other student come in to talk about why she did not get F31 funding
 2. Libby Valdez – talk about changes she made to receive favorable reviews
 - iii. Show/present the reviewer slides and template of what each section should cover that are sent out to reviewers
 - iv. Have presentations for 30 minutes & 30 minutes for discussions
- d. Have second session for students that did apply and were able to secure OR for reviews of feedback from committees
- e. Mentioned other types of grants that may benefit faculty: F34?

2. Research Follow-Up in Light of COVID-19

- a. Lots of people thinking about starting new project, writing grants
 - i. Robin: students working on project to survey students on how they are doing with online transition
 - ii. Kelly and Doug doing more service orientated efforts

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- iii. Jessica Moon is helping people put in COVID-19 related projects and grant
- b. Have research office send out email that says funding will increasingly be available, be on the lookout
 - i. Have Jeff talk about COVID-19 research working group in faculty assembly (March 27)