

**BCOM Research Advisory Council Meeting
November 16, 2018**

Members Present:		Joseph Benoit, PhD (Chair), Adrienne Kania, DO, Erin Palazzolo, MLIS, Richard Selinfreund, PhD			
Members Absent:		Steven Ontiveros, PhD			
Other Attendees		Michael Woods, PhD (ex-officio) Martha Enriquez (Recording Secretary)			
Item	Topic/Agenda	Discussion	Recommended Action	Responsible Person(s)	Actions/Follow-Up
I.	Approval of Minutes				
	September 21, 2018 Meeting Minutes	Meeting Minutes for September 21, 2018 were unanimously approved	UNANIMOUSLY APPROVED		
II.	Announcements				
	Lab Space	Dr. Benoit gave a brief update on the lease for the research Lab Space.			
III.	Old Business				
	Strategic Plan	Will revisit Strategic Plan in the Spring.			
VI.	New Business				
	None				
VII.	Other-Updates				
	Exposure Control Plan	Dr. Woods discussed about the Exposure Control Plan and changes were made based on member recommendations.			
	Infection Control Policy	Dr. Woods discussed about the Infection Control Policy and changes were made based on member recommendations.			
	Scientific Research Associate Applications	Drs. Benoit and Woods gave a brief update on the Scientific Research Associate Applications and the screening process.			
	Faculty Summer Research Fellowship Program	Dr. Benoit gave a brief update on the Faculty Summer Research Fellowship Program Applications.			
	Faculty Research Support Fund	Dr. Benoit gave a brief update on the Faculty Research Support Funds.			
	SWFOER Relationships	Dr. Benoit gave a brief update on SWFOER Relationships and grant management.			
X	Adjourn				

Meeting adjourned at 2:04 PM

Joseph A. Benoit
Committee Chair

12/11/18
Date