RESEARCH ADVISORY BOARD (RAB)
April 14, 2020 8:30-9:30 a.m.
Zoom

AGENDA

Topic	Presenter	Time
1. **COVID-19 and Its Impact: Member Roundtable Discussion**	All	8:30 – 9:30 a.m.

Meetings are on the 2nd Tuesday of each month.

2020 Meetings:
- *January 14*
- *February 11*
- *March 10*
- *April 14*
- *May 12*
- *June 9*
- *July 14*
- *August 11*
- *September 8*
- *October 13*
- *November 10*
- *December 8*

Attending: Hal Collard, David Erle, Clarice Estrada, Sherry Felchlin, Julene Johnson, Mournira Kenaani, Jim Kiriakis, Gretchen Kiser, Marguerita Lightfoot, Georgina Lopez, Stephanie Louie, Wallace Marshall, Suzanne Murphy, Ellyn McCaffrey, Irene McGlynn, Michael Nordberg, Christine Razler Jon Rueter, Brian Smith, Jim Sorensen, Matt Springer, Shannon Turner, Paul Volberding, Winona Ward. Irene Broderick-staff
Other attendees: Jean Jones; Guest: Cheryl Drassinower

1. COVID-19 and Its Impact: Member Roundtable Discussion

Hiring Freeze
- Cheryl Drassinower advised that new hire criteria & decisions are delegated to the individual schools or control points. We are in a period of review, not freeze; approvals may be granted in certain circumstances.   Human Resources requires confirmation of review, availability of resources, and approval for essential hire before proceeding.
Discussion:
- Approval requests are submitted via a short form, and decisions are made within 24-48 hours.
- To avoid bottlenecks, establish best practices (to avoid interpretation differences) and delegation processes.
- Concerned faculty should contact their deans & control points to voice concerns/ feedback.
- How is "essential position" determined; who decides? How is information communicated?

Town Hall meetings
- The Office of Research/ Academic Senate joint town hall meetings have been well-received. The RAB would like to be included in the process & dialogue.
  - Town Hall focus alternates between science & research operations during the shutdown. Contact David Erle to share exciting projects.
  - Attendance at the Town Halls, Grand Rounds, etc. has been tremendous; they should be utilized to communicate about the various COVID research projects happening at UCSF. The Office of Research is working to gather, & post information about COVID research, on the web.

RAB Engagement
- Lindsey Criswell advised that the RAB could help in two particular areas:
  - First: Where should the Office of Research focus their energies in order to best support the research community? What are 2-3 pressing issues?
  - Second: The RAB could help in developing the reopening research/ return to work plan.
  Additionally, as the RAB is comprised of faculty & administration, the Board could provide input on proposals submitted and major policy changes.
  The Governor issues public health instructions and guidelines which are implemented by county health officers, and implemented at the local campus level. The Emergency Operations Center (EOC) is making plans for all areas; infrastructure must be in place before re-opening. The Office of Research leadership will inform the RAB and schools and provide feedback to the EOC. As the research process is just starting, RAB input is needed to compliment information gathered from other institutions & crowd sourcing. The Office of Research is developing research restart plans; send input to Lindsey Criswell.

Returning to Work

- Returning to work in shifts will be feasible for some research types but not all; this should be addressed.
- What PPE required?
- COVID & other research deemed essential is occuring now; we should implement best practices from those currently working to utilize going forward. Invite these researchers to speak at Town Halls so they may provide feedback on how things are going.

COVID Research Website

- The Office of Research is working w/Michael McManus & the IT web team to develop a website to communicate specifically what is happening in COVID-19 basic & clinical research: where there are resources, what is relevant, etc. The site will also let the public know what research is happening at UCSF. The site is in early development; those interested in working on this should contact Gretchen Kiser.

Remote Work

- Has there been an institutional framework established for remote work? Is anyone collating information on this (server farms, renting space on gaming servers for computational research, for example). Who would be best to put this together? Contacts:
  - o Ryan Hunt of Central IT for information on AWS
  - o Also Alaric Battle of GHS
  - o IT SLACK channel
  - o MyResearch (Hilary) - connect resources on the back end that has lots of computational power.
- On the clinical side, resources on remote consent, remote study monitoring, remote research encounters are being developed.