**RCR Advisory Board Meeting Minutes**

**September 11, 2013**

Present: B. Ashby, C. Leiras, S. Mendoza, R. Smart, G. Valdez

Absent: J. Lemmer

* RCR course status
  + Will be offered as CMB 480 (1-credit) during the Winter 2014 semester
  + Will be open to undergraduate and graduate students
  + Will be taught by Sok Kean Khoo
    - Distinguished associate professor of molecular genetics
    - Expert in gene sequencing
    - Previously with VanAndel Research Institute
* Invite S. Khoo to a future RCR meeting to discuss:
  + Course content
  + Advertisement for course
* R. Smart to distribute final copy of syllabus
* S. Mendoza to follow-up w/ J. Chamberlain regarding honors seminar
* All members to look at RCR website for potential modifications
* RCR Bootcamp
  + Saturday, February 22, 2014 from 8:30 am to 4 pm in Allendale
  + S. Mendoza to schedule room in the Mary Idema Pew Library
  + Review agenda from last RCR bootcamp
  + Change for this bootcamp will be to have topics specifically geared towards students
* S. Mendoza working w/ library staff to develop modules/resource guide for RCR
  + Institute another call for RCR modules
  + Discussion regarding the term “best practices” as opposed to module
  + Review last call for RCR modules and discuss potential modifications
* G. Valdez to work w/ Office of Sponsored Programs to determine if grants are available specific to RCR
* G. Valdez to write RCR narrative/standard language that can be used for all grant applications
  + R. Smart suggested looking at M. Staves’ grant for his description of RCR training

*Respectfully submitted,*

*Claudia Leiras, Ph.D.*

*Responsible Conduct of Research Advisory Board, Chair*

*Approved October 9, 2013*