

**CSULA-COH Collaborative Meeting Minutes**  
**Principal Investigators' Meeting**  
**Thursday, January 25, 2007**  
**11:00 a.m. – 12:00 p.m.**  
**Teleconference**

**Present:** J. Momand, S. Kane

Topic	Major Points	Action Needed	Responsible Party
1. Next steps for Research component	<p>COH faculty (S. Bhatia, K. Ashing-Giwa, S. Otis-Green) will be visiting CSULA on Feb. 6 (4:00 - 6:00pm, Admin. Room 313) to give an overview of Population Sciences research and start discussing specific project ideas. Five CSULA faculty will attend: G. Washington, R. Ledesma, C. Corley, C. Hughes, W. London.</p> <p>It was agreed that the presentation from COH should last a total of 30 minutes, maximum, to allow time for follow-up questions and discussion. Powerpoint or more informal presentations are fine.</p>	<p>Coordinate Feb. 6 meeting at CSULA.</p> <p>Communicate with CSULA faculty to confirm their attendance.</p> <p>Communicate with COH faculty to confirm attendance, presentation format and driving plans.</p>	<p>Jamil</p> <p>Jamil</p> <p>Susan</p>
2. Next steps for Training component	<p>The meeting between COH and CSULA faculty took place at COH on January 22, 6:00pm at COH, Platt 2 conference room. Separate minutes are available from that meeting.</p> <p>In follow-up, one-page abstracts provided by each faculty member will be distributed to everyone in the group, along with an e-mail message encouraging individuals to make direct contact with prospective collaborators at the partnering institution.</p> <p>Jamil and Susan will contact everyone in 3-4 weeks to determine next steps based on faculty needs and interests.</p>	<p>Solicit abstracts from all attendees.</p> <p>Draft and distribute an e-mail message + abstracts to promote collaborations.</p> <p>Follow up with all faculty in one 3-4 weeks.</p>	<p>Jamil &amp; Susan</p> <p>Susan</p> <p>Jamil &amp; Susan</p>
3. Website	Jamil is trying to identify a web master who can devote time to designing and posting our web	Work with web developer on content and style.	Susan will provide initial content to Jamil who will

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	site as soon as possible. Additional content will be needed.		work directly with web developer.
4. Interface with NIH	No new information in this area. Jamil is still trying to get confirmation from NIH that the out-years budget for CSULA will be reinstated to its full amount.	Continue to follow up with program officer on budget issues.	Jamil
5. Administrative issues	No new information in this area.		
<b>Next Meeting:</b> February 8, 2007 (teleconference)			

**Timeline:**

Jan. 9                   HHS Chairs meeting  
Jan. 22                  Training faculty meet at COH  
Feb. 6                   COH research leaders present research interests/ideas to CSULA faculty (at CSULA)  
Feb. 22-Mar 2         CSULA faculty come to COH for ongoing research discussions