

**CSULA-COH Collaborative Meeting Minutes
Principal Investigators' Meeting
Thursday, February 22, 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>Prospective research faculty from CSULA met with COH faculty leaders from the Division of Population Sciences. The meeting was held on Feb. 20, 4:00 - 5:30pm. There were presentations from Smita Bhatia, Wendy Landier, Marcia Grant and Kimlin Ashing-Giwa from COH. CSULA faculty in attendance were Gail Washington, Rita Ledesma, Ming Wang, and Connie Corley. Jamil Momand and Susan Kane were also present. Minutes were recorded by Ronnie Cheng.</p> <p>Follow-up will require soliciting contact information from all attendees, requesting powerpoint files and links to their research studies from the COH presenters, and soliciting potential speaker ideas for the first Distinguished Speaker event that will occur in November, 2007.</p>	<p>Draft follow-up e-mail</p> <p>Solicit contact information from all attendees</p> <p>Solicit powerpoint files, study links</p> <p>Solicit speaker ideas from all attendees</p> <p>Post presentations, job/internship opportunities, summer student information, etc. on website when it is up and running</p>	<p>Susan</p> <p>Jamil & Susan</p> <p>Susan</p> <p>Jamil & Susan</p> <p>Jamil</p>
2. Next steps for Training component	<p>No action required on this component. Next steps will occur after website is up and running at which time training faculty will be encouraged to post their collaborative research projects on the site.</p>	<p>No action</p>	
3. Website	<p>Ronnie Cheng has been hired as a part-time assistant and web master for the Collaborative. A web address has been established: www.calstatela.edu/centers/cancercollab.</p> <p>Susan will provide initial web content by March</p>	<p>Work with web developer on content and style.</p> <p>Draft content for Training</p>	<p>Susan will provide initial content to Jamil who will work directly with web developer.</p> <p>Susan</p>

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	8. Jamil will provide samples of student application forms and other materials for Susan to refer to and draw from.	Program, Research Program, Distinguished Speaker Series	
4. Interface with NIH	Susan will be attending the NCI-I study section Feb. 27-28 and will communicate with Belinda Locke (also expected to be in attendance) about CSULA's NOGA problems and about initial planning for the April site visit.	Susan will try to talk to Ms. Locke at her upcoming NCI-I study section meeting on Feb. 27-28.	Susan
5. Administrative issues	No new information in this area.		
Next Meeting: March 8, 2007 (teleconference)			

Timeline:

Jan. 9 HHS Chairs meeting
Jan. 22 Training faculty meet at COH
Feb. 20 COH research leaders present research interests/ideas to CSULA faculty (at CSULA)
TBD CSULA faculty come to COH for ongoing research discussions

Dear colleagues,

Thank you all once again for your participation in the Jan. 22 meeting with CSULA and COH faculty. We thought we would remind you of the timeline we are pursuing. Within the next three months we would like to place descriptions of student projects on the CSULA-COH Cancer Collaborative website (under construction). In the fall, we will invite students to apply to the program and they will choose a project from the website. We hope the students will begin work on the projects in the fall.

We hope you agree that the meeting between CSULA and COH faculty was productive and gave food for thought. We are now providing you with everyone's abstracts that describe research interests, possible project ideas in some cases, and areas of expertise. Please take particular note of the ones from City of Hope since we didn't have time to hear from them directly. Additionally, there was mention of a few core facilities/expertise available at City of Hope, so here are some links to learn more about them:

High Throughput Screening: <http://www.cityofhope.org/SharedResources/HighThroughputScreening/>

Synthetic Chemistry: <http://www.cityofhope.org/SharedResources/SyntheticChemistry/SyntheticChemistry.htm>

NMR: <http://www.cityofhope.org/SharedResources/NuclearMagRes/NucMagResHome.htm>

A host of other shared resources can be found at <http://www.cityofhope.org/BRICOH/SharedResources.htm>

We encourage you to follow up on the Jan. 22 discussion by directly contacting anyone with whom you would like to pursue a collaboration. Here is everyone's contact information:

Shiuan Chen: schen@coh.org

Carlotta Glackin: cglackin@coh.org

Markus Kalkum: mkalkum@coh.org

Susan Kane: skane@coh.org

Terry Lee: tlee@coh.org

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Xin Wen: xwen3@calstatela.edu

Howard Xu: hxu3@calstatela.edu

We, in turn, will get in touch in a few weeks to see what additional follow-up might be required in the way of another meeting. Let us know if you already have a collaborative student project in mind and we'll get in touch about exact formatting, etc. for the website.

Do not hesitate to contact either of us if you have questions in the meantime.

Jamil & Susan