

RESEARCH  
LEADERSHIP COUNCIL

Thursday, May 19, 2022  
4:00 to 5:00 pm  
Zoom

**Attendees:** Wadih Arap, Elisa Bandera, Adam Berger, Chang Chan, Sanjay Goel, Carolyn Heckman, Howard Hochster, Anita Kinney, Edmund Lattime, Gina Londino-Greenberg, Renata Pasqualini, Zhiyuan Shen, Ioannis Stasinopoulos, Eileen White, X. F. Steven Zheng, Wei-Xing Zong

**Agenda**

1. Urgent Business (White)

- It was noted that there have been delays in hiring processes lately, from new hires getting their email accounts set up to being cleared for a start date in the background check system.
  - o These delays could have a negative impact on PIs' ability to have undergraduate students working over the summer, as they must be hired via the Rutgers University HR system.
- Having undergraduate students working in the laboratories over the summer supplements the scientific workforce and provides the students with great training opportunities.
- There was concern that the hiring delays could prevent the students from being able to work in the laboratories for period long enough to provide a meaningful training experience.
  - o Required trainings are one requirement that sets back start dates
  - o The question was raised as to whether an expedited process for hiring could be established for summer interns.
  - o Dr. Lattime will follow up with Rutgers DIMACS to learn about their summer intern hiring process.
- Next summer, the Ludwig-Princeton Branch will sponsor a joint laboratory internship program for undergraduate students of Rutgers and Princeton Universities.
  - o This internship program is mutually beneficial and it is necessary to address these Rutgers HR-related delays in advance of when the program will start. Therefore, preparations for this program must begin very early.
  - o CINJ PIs' laboratories have also been able to pay dormitory fees for their summer interns. Princeton University should be asked if it can similarly pay these fees for the Ludwig-Princeton Branch interns.
  - o Rutgers DIMACS has access to dormitories that could perhaps be leveraged for this program. One set housing area could help to bring the interns together to foster the learning and overall summer internship experience.

2. PDO and Cytation 7 (Berger/Shen) (5 minutes)

- Please see attached presentation.
- It was noted that CINJ needed to start identifying what kinds of organoids would be made, and whether there was the capability to meet the Members' organoid needs.
- There was agreement that this proposal was reasonable, especially with Mike Verzi taking on the leadership role.
  - o The next step will be to learn what his vision is for this new Shared Resource and identify funding to implement.

- It may be necessary to start recruitment of a Research Associate now, in order to have the staff member hired by October 2022.
  - CINJ could start exploring the user base and recruiting the Research Associate simultaneously.
    - o It may be necessary to offer supportive resources to incentivize use of this new service.
  - It will be crucial to determine if all of these preparations will fulfill the CCSG requirements for a developing Shared Resource.
3. CCSG/2022 EAB Updates (Londino-Greenberg) (5 minutes)
- Dr. Kinney had recommendations for the EAB PowerPoint template and potential digital displays to be used for the EAB meetings and NCI Site Visit.
    - o G. Londino-Greenberg will arrange a follow up meeting with Dr. Kinney to further discuss these recommendations.
4. CCSG Writing Updates/Concerns (30 minutes)
- Feedback was given regarding pre-recording presentations as a means to improve the subsequent Q & A session; several leaders have seen this practice at other major meetings.
    - o If presentations will be pre-recorded, then guidelines must be distributed to the speakers, and the speakers must also have training, well in advance.
    - o The suggestion was made to see if the presentations at the 2023 EAB meeting could be recorded.
  - G. Londino-Greenberg will investigate whether it will be necessary and/or expected for COE, CRTEC, and other CCSG components besides Shared Resources to prepare poster displays.
  - If the poster displays will be done digitally rather than in print, several leaders recommended that they be presented on touchscreens.
  - The question was raised regarding whether the Program Leaders could receive EndNote libraries of their Programs' publications, to facilitate references for their narratives.
    - o G. Londino-Greenberg will work with the Medical Writer team to have the necessary EndNote libraries created.
  - The Program Leaders requested that Education and Training provide data and guidance for writing the "PROGRAM CONTRIBUTIONS TOWARD EDUCATION AND TRAINING" section of their CCSG narratives.
    - o G. Londino-Greenberg will follow up with Drs. Lattime and Chaudhary.
  - The Program Leaders likewise stated that it would be helpful having some standard talking points from Dr. In that each set of Program Leaders could tailor for the "PLAN TO ENHANCE DIVERSITY (PED)" section of their respective CCSG narratives.
    - o G. Londino-Greenberg will follow up with Dr. In.
  - A concern was raised about using symbols in the narratives to indicate topics like catchment area relevance, interprogrammatic collaborations, etc., due to the potential of causing issues like disrupting formatting and impacting the length of the narratives.
    - o G. Londino-Greenberg will follow up with leadership to see if it will be acceptable to delay using the symbols until later drafts of the narratives, or even to use them solely in the corresponding slide sets being created for the EAB meeting/NCI Site Visit.
  - The request was made that the Progress Report summaries submitted over the past grant cycle be made available to the CCSG authors, as another resource to help with writing their narratives.

5. Monthly Catchment Area Update (Kinney) (10 minutes)
  - All Research Programs have had Members participating in the Community Science Cafés, demonstrating bidirectional communication with the community.
  - The RLC was reminded of the Cancer Health Equity Center of Excellence 2022 Conference occurring on June 28<sup>th</sup> and 29<sup>th</sup>, and asked to encourage researchers to attend.
  - Dr. Kinney recommended that a CCSG symbol be created for activities relevant to the catchment area.

**Next Meeting**

Thursday, June 9, 2022 (4:00 pm to 5:00 pm, Zoom)