



Executive Committee Meeting Minutes
January 28, 2014
9:00 - 10:30 a.m.

In attendance: Dr. Irma Becerra-Fernandez, Dr. Heather Belmont, Sister Linda Bevilacqua, Ms. Nancy Bryan, Dr. Brenda Claiborne, Dr. Jorge Guerra, Ms. Jennifer Hernandez, Dr. Gary Margules, Dr. Ed Massey, Dr. Becky Mercer, Mr. Greg Nelson, Dr. Roy Pocknee, Dr. Mark B. Rosenberg, Mr. Mel Rothberg, Dr. Wim Steelant and Dr. Susan Webster

I. Welcome

Dr. Rosenberg welcomed everyone to the first meeting of 2014. A special welcome was extended to new member, Mr. Mel Rothberg and the Vaccine & Gene Therapy Institute of Florida. Dr. Rosenberg also recognized Sister Bevilacqua and Barry University for their recent partnership with *The Chronicle of Higher Education*. Yvette Brown, their chief information officer, presented a webinar on January 23, 2014 to promote the university's new cloud-based human resource management system.

II. Review of Meeting Minutes and Action Items – September 27, 2013

The September 27, 2013 meeting minutes were approved and an update on action items was given.

Prior to the meeting, Dr. Becerra-Fernandez sent out information about the upcoming BioFlorida Latin America and Caribbean Life Sciences conference to the executive committee. Ms. Bryan and Mr. Nelson presented additional information regarding the conference during the meeting.

On behalf of Dr. Richard Houghten, Dr. Becerra-Fernandez informed the executive committee that he had not been able to reach out to Ms. Bryan regarding the merger of the Miami-Dade, Broward and Palm Beach County BioFlorida chapters. Dr. Becerra-Fernandez explained this to Ms. Bryan. She is open to the conversation and a connection between Ms. Bryan and Dr. Houghten will be facilitated.

Regarding the offering of a paid internship as a prize at the LSSF STEM Undergraduate Research Symposium, Dr. Houghten will not be able to offer that this year. Dr. Becerra-

Fernandez asked the committee to keep this in mind as it would be an interesting opportunity for the students in the future.

Dr. Becerra-Fernandez also distributed an executive summary of the findings of the internship survey that was discussed at the last meeting.

III. New Business

A. BioFlorida Latin America & Caribbean Life Sciences Conference

The BioFlorida Latin America and Caribbean Life Sciences Conference will take place on March 27 and 28, 2014 in Miami, at both the Sofitel and FIU's Graham Center Ballroom. The conference started as a regional event but due to the high level of interest, it has expanded into a state-wide conference. The goal is to bring together the life science industry from the United States, the Caribbean and Latin America to create a platform for collaboration on research development and commercialization, in particular as it relates to pharmaceuticals and medical device professionals. Speakers from Pfizer, Novartis, Teva and Enterprise Florida are confirmed. Topics will include: research and commercialization collaboration; economic development opportunities; intellectual property and regulatory framework. There will also be one-on-one partnering opportunities for the attendees. Additionally, there be a tech fair and an opening and closing gala. Ms. Bryan thanked The Beacon Council, FIU and Mr. Rothberg for their participation in the planning of the conference. She also encouraged the executive committee to register with the early bird rate before February 28, 2014. The early bird rate for members is \$375 and for non-members is \$475. They would appreciate support in encouraging attendance and sponsorship.

Mr. Nelson also thanked FIU for its support. There is an opportunity for South Florida with this conference. Gabriela Cesar from Pfizer believes the conference has the potential to become an important conference. Mr. Nelson asked for assistance and contacts to help in the promotion of the conference. Ms. Bryan and Mr. Nelson will be glad to follow up with leads on potential attendees.

Dr. Rosenberg asked for specifics on how the educational institutions can support the conference. Ms. Bryan and Mr. Nelson see it as an opportunity for local institutions to showcase their work in the tech fair.

Sister Bevilacqua inquired about a special rate for faculty and students, as that might encourage them to attend. BioFlorida is offering a 30 percent discount for full-time students and faculty.

Dr. Rosenberg reminded the group that the second annual LSSF STEM Undergraduate Research Symposium will take place on April 12, 2014. He thought that perhaps some of the student presenters could attend the BioFlorida conference. Additionally, the partners in Latin America might also like to have their university students participate. Ms. Bryan said that she will consider this, for the Latin America and for the annual conference.

IV. Subcommittee Reports

A. Shared Technology and Communication Portal

Dr. Margules updated the group on the development of the Shared Technology and Communication Portal. In late 2013, there was a meeting with Chief Information Officers and Vice Presidents of Research of participating institutions to discuss the platform and maintenance. The design of the platform was agreed upon. It was also decided that there is a need for an administrator who would work 20 hours per week at FIU. There was unanimous approval that the members will divide the cost of the administrator. They also revisited Dr. Becerra-Fernandez's idea of turning over the responsibility of populating the portal from purchasing departments to the research stakeholders; this will be the procedure moving forward.

Dr. Margules asked that each member of the committee provide feedback on the portal announcement. The announcement can be modified in accordance with each institution's needs. Each institution should begin seeking approval from their presidents and vice presidents at this time.

Mr. Chris Mootoo from FIU is leading the development of the website and interface. The website will include testimonials to demonstrate that even at this early stage collaboration has been bred.

Dr. Becerra-Fernandez added that the technology will not be an expense for LSSF because FIU had the licensing rights to this program already. The administrator will be able to provide sufficient support to all of the institutions who will be collaborating.

All institutions are asked to review the portal announcement and send comments or suggestions by February 11, 2014 to Dr. Margules. Dr. Margules will merge all recommendations and then send a final version. The final version can be used to request institutional approval. Once the interface is ready, an email announcement will be sent out to all stakeholders.

B. STEM K-20 Student and Workforce Development

1. STEM Undergraduate Symposium

Dr. Webster updated the committee on the status of the symposium, which will take place on April 12, 2014, beginning at 8:30 a.m. Dr. Casey Lunceford from Indian River State College led the speaker search committee. Dr. Pedro Greer from FIU's Herbert Wertheim College of Medicine will be the keynote speaker. He is a practitioner, scientist and researcher. He has established two major health care centers for the local homeless and under-served community. He has received a variety of accolades and awards including the Presidential Medal of Freedom. Each university has sent out the request for proposals to their students; each can submit up to eight oral presentations and two poster presentations. The universities will have representation at the event to meet the students and to provide information about their programs. Dr. Webster also encouraged the non-academic members to attend and interact with the students. They could serve as judges or have representatives present to provide information about career and internship opportunities.

Dr. Becerra-Fernandez added that Miami-Dade County Public School students will also be invited to attend. She encouraged all LSSF members to attend.

Dr. Webster suggested that perhaps attendance to BioFlorida could be a prize for the winning students. She also encouraged participation of all members beyond the institutions.

Dr. Rosenberg suggested that students from neighboring counties also be invited. Dr. Mercer mentioned that there was a science fair in Palm Beach County and perhaps the winners would be interested in attending. Dr. Belmont mentioned a similar event in Miami-Dade County at which the winners could also be invited. Dr. Rosenberg asked Dr. Becerra-Fernandez and Dr. Webster to look into this.

Dr. Rosenberg reminded the group that the genesis of this particular activity was a suggestion from Senator Jeremy Ring, and so he would like to invite Senator Ring to the event. It would provide the opportunity to thank him for his idea and to demonstrate that it has come to fruition. The executive committee agreed.

2. STEM Undergraduate Symposium – Sponsorship

The fundraising goal was \$8,500 which would cover the cost of breakfast, lunch and student prizes. Currently, \$7,500 has been raised. Dr. Becerra-Fernandez thanked current supporters: Barry University; VGTI; University of Miami's College of Arts and Sciences, School of Engineering and Rosenstiel School of Marine and Atmospheric Science; Florida Atlantic University, Palm Beach State College, Nova Southeastern University, Indian River State College, Miami Dade College Office of the Provost and FIU's Division of Research.

Dr. Becerra-Fernandez asked all who had not yet committed to consider supporting the effort.

C. Asset Map and Cluster Analysis

Discussion on the asset map was held off until the next meeting.

D. Regional Conferences and Webinars

Dr. Pocknee has not received suggestions from the executive committee for potential speakers. He would like to have at least one suggestion from each member.

Dr. Becerra-Fernandez reported that the webinar continues to attract larger audiences. The January webinar with patent attorney Dr. Gene Lang on the topic of intellectual property had 32 participants. She highly encouraged everyone to continue to share the information each month with their colleagues.

Fellow LSSF member Dr. Houghten is scheduled to present a webinar on February 18, 2014 at 12:30 p.m. He will speak on accelerating and enhancing the drug discovery process.

Dr. Becerra-Fernandez also asked for more collaboration with identifying speakers. She asks that if anyone has suggestions or would like to participate themselves, to please contact her and Dr. Pocknee. Mr. Rothberg said he had a few candidates in mind and that upon selection he would let Dr. Becerra-Fernandez know.

V. Discussion

A. Sponsorship of BioFlorida conferences

This year, LSSF has the opportunity to support the BioFlorida Latin America and Caribbean Life Sciences Conference, which will be hosted at FIU in March, as

well as the annual conference scheduled for October. Last year's sponsorship of the annual conference provided LSSF a high level of visibility and it would be best to sponsor once again. Last year, LSSF provided \$8,500 in support. Dr. Becerra-Fernandez proposed that this year LSSF provide \$5,000 to each conference. This level of sponsorship will allow LSSF to sponsor either the mid-morning break, afternoon break or the event transportation. Each institution will provide \$500. In return for support, the LSSF logo will be featured on the screen between each session, on the brochure's sponsor page and their website. We are also going to need to order updated brochures and tabletop banner with the names of the new members. A quote from FIU's Office of Publications has been received in the amount of \$2,500 for a new banner and enough brochures for each partner to receive 100 and to hand out at both conferences. The total for all three items per institution is about \$700.

The executive committee asked Dr. Becerra-Fernandez to send a breakdown of the costs.

Ms. Hernandez asked about the brochure and how it would be updated. Dr. Becerra-Fernandez informed her that new members have already been added and the brochures are ready to be ordered. Sister Bevilacqua asked to see the brochure to be sure the logo for Barry University reflects their new branding initiative.

VI. Closing

The next LSSF meeting will be scheduled for April; Dr. Rosenberg asked if any of the executive committee members would be interested in hosting the meeting. Sister Bevilacqua offered to host the meeting at Barry University on April 22, 2014 at 9:00 a.m.

Dr. Rosenberg thanked everyone for their participation on the call.

Action Items

1. A connection between Ms. Bryan and Dr. Houghten will be facilitated by Dr. Becerra-Fernandez to discuss the merging of the Miami-Dade, Broward and Palm Beach county chapters of BioFlorida.
2. BioFlorida will offer full-time students and faculty a 30 percent discount on the registration for the Latin America & Caribbean Life Sciences Conference on March 27-28, 2014.

3. All institutions will review the Shared Technology and Communication Portal announcement and send comment or suggestions by February 24, 2014. Dr. Margules will merge all recommendations and then send a final version.
4. Dr. Webster encourages industry members to serve as judges or have representatives present to provide information about career and internship opportunities at the LSSF STEM Undergraduate Research Symposium on April 12, 2014.
5. Dr. Rosenberg asked Dr. Becerra-Fernandez and Dr. Webster to look into the participation of high school students at the STEM Undergraduate Research Symposium.
6. Dr. Rosenberg would like to invite Senator Ring to the STEM Undergraduate Research Symposium.
7. Dr. Becerra-Fernandez asked all who had not yet committed to financially supporting the STEM Undergraduate Research Symposium to consider doing so.
8. Dr. Pocknee asked that each institution provide at least one suggestion for a webinar speaker.
9. To provide suggestions for webinar speakers or to volunteer to present a webinar please contact Dr. Becerra-Fernandez and Dr. Pocknee.
10. Mr. Rothberg will provide Dr. Becerra-Fernandez with the name of an individual from VGTI that will present a webinar.
11. The executive committee asked Dr. Becerra-Fernandez to send a breakdown of the costs of the conference sponsorship, brochures and tabletop banner.
12. Sister Bevilacqua asked to review the brochure to be sure the logo for Barry University reflects their new branding initiative.