

**CTSA Consortium Steering Committee  
Monthly Web Conference: May 25, 2010  
1:00 – 2:00 PM ET**

**Meeting Summary**

**Meeting Recording Link:** <https://webmeeting.nih.gov/p33935838/>

**Overview**

Dr. Julian Solway welcomed all to the May monthly web conference of the CTSA Consortium Steering Committee and reviewed outcomes of the CTSA Consortium Executive Committee (CCEC) meeting of May 18, 2010.

**CTSA Carryover Committee**

The CTSA Carryover Committee met on May 14 to identify problems associated with CTSA budgets and carryover requests. As an outcome of this meeting, Dr. Anthony Hayward noted the need for clarification of policies and procedures so that these would be familiar to everyone. An immediate next step is to share relevant documents and links and seek input on improving the clarity of the guidance contained in these files. A comment focused on the need for assisting in and improving the efficiency of the process in addition to clarifying the guidance documents being circulated. NCRR will develop a new distribution to share with the Steering Committee in the near future.

**Key Topics from the CCEC co-Chairs and CMG Meeting, May 11, 2010**

Anne Willoughby, the co-Chair of CMG, provided an update on the following key topics from the meeting.

- **Example of Implementation of Administrators in CC-CHOC**

On integrating Administrators, the CC-CHOC received three Administrators, all from CTSA pediatric departments, to volunteer to serve on the committee. At the CC-CHOC face-to-face meeting, each of the six CC-CHOC workgroups presented future goals with associated planned activities, to facilitate progression towards completing projects of significance. The CMG has assisted the CC-CHOC with this progress, and will continue to facilitate the on-boarding of the Administrators. The CMG hopes to use this general model for the SGC Administrators to work with their respective committees.

- **Tracking CTSA Surveys/Questionnaires**

To address the CCEC's concern that information request have become a burden on the Consortium, the CMG has begun to track surveys received. The results of the data collection will be helpful for making future decisions about surveys, and survey topics provide "real time" awareness of the current topics in the CTSA committees and workgroups.

- **CMG June F2F Meeting**

In June, the CMG will hold its quarterly face-to-face meeting. Some possible topics include identifying success indicators to assist in measuring the progress of the CTSA Governance transition.

In addition, the meeting will examine SGC 3's Governance transition progress, and one SGC per month will be reviewed, thereafter. The biannual Strategic Goal review process as well as the co-PIs in leadership roles will be discussed.

### **Nominations for CCSC co-Chairs**

The nominations process has started to nominate and elect the co-Chairs of the CCSC. The Nominations Committee is comprised of Drs. Robert Sherwin, Gordon Bernard and Garret FitzGerald. Helen Lee will send request for nominations to the Committee in the near future.

### **SGC 3 Update and Reorganization**

In recognition of the ongoing work in the recently funded U-24 projects and other related projects in national networking of scientists and discovery of research resource information and sharing, SGC 3 is interested to explore other significant CTSA consortium needs around communications and collaboration. The concept of a CTSA Consortium "home" was discussed as a place for internal but especially external queries/processes/policies/information/software (e.g. REDCap) to reside. The home could be virtual or real. In the case of the latter it might look like a clinical coordinating center for a large clinical trial network and there are numerous models from which to choose. Metrics for success of this new concept could include: a) the breadth of diverse networks of PIs that would be made available; b) the speed and ease with multiple sites can be initiated to enroll patients; c) the speed with which large trials are completed; d) track record of successful completion of complex multi-site studies etc. The next steps are to schedule organizational calls to address the gaps in research in strategic goal committees, the overall scope of projects, ways to foster collaboration between CTSA and outside entities, and ways to provide leadership within and outside the Consortium.

This proposed direction for SGC 3 was endorsed via a voice vote by the Steering Committee. The SGC 3 leadership is asked to report outcomes at the October 6-7, 2010 CCSC Face-to-Face Meeting.

### **[CC-CHOC Metrics of Success Pilot Project Outcomes Presentation](#)**

Dr. Shari Barkin presented on the Metrics of Success Pilot Project, reviewing the methodology and each of the eight metrics in depth. The next steps are to elicit feedback on the metrics used and whether these are useful, and to draft manuscript for consideration. In addition, Dr. Barkin may be able to present this at the October CCSC Face-to-Face Meeting.

### **[CTSA Publications Committee](#)**

The Publications Committee is currently reviewing the CTSA Comparative Effectiveness Research Workforce Publication and will report on its recommendations at a future CCSC meeting.

### **[PI Nominations and Volunteers to CTSA Positions](#)**

Dr. Andrea Sawczuk presented an overview on the PI liaison openings available currently, and sought volunteers to serve. Those interested could self nominate or nominate others as appropriate. Helen Lee will send a request for nominations to the Steering Committee in the near future.