

**Hartford Scholar Orientation Institute
Conference Call for Scholars
Thursday, Sept. 19th, 2011
12 pm (EDT)**

NOTES

Participants

- 1- Amanda Woodward, Michigan State University
- 2- Bryan Ford, Birmingham VA Medical Center
- 3- Karla Washington, University of Louisville
- 4- Lori Daniels, Portland Vet Center
- 5- Lori Thomas, The University of North Carolina at Charlotte
- 6- Robin Bonifas, Arizona State University

**Welcome remarks & introductions (Dr. Barbara Berkman,
National Program Director)**

- We have been communicating via e-mail and wanted to take this time to give you an official welcome, to tell you more about the Orientation Institute, and to hopefully reduce some anxiety about preparing for the Institute
- As some of you may know, we are in the first year of our partnership with the VA; pleased to have 4 Hartford/VA Scholars this year (started a year later than originally intended)
- Now you all will be affectionately referred to as “Cohort XII”
- All together this is a large cohort; 11 people; 4 Hartford/VA Scholars; we are delighted to have this new VA component to the program
- It was a tough selection this year; pleased you have all received the award; it will be an exciting 2 years
- Over summer, I assume you have been working with your National Research Mentors to tweak proposals so you can be off and running at the Orientation Institute
- Should set-up a cohort listserve to network with each other (don't include Barbara)

Overview of Institute (Dr. Berkman)

- **Friday night: Opening reception & dinner – Cohort XI will be there along with mentors for both cohorts, usually a representative from the John A. Hartford Foundation**
- **Cohort XI has previously been participating in the Policy Leadership Institute (you will attend next year); during the Policy Institute, scholars bring their research messages to the hill and start to form relationships with policy makers**
- **Saturday: Begins with a breakfast for everyone; then you have orientation just with your cohort and mentors– Barbara will ask you to introduce yourself and share a little about your work (this is a very brief introduction since there are so many of you)**
- **Next you will go into a meeting where the Scholars schedule is reviewed (2 year schedule), evaluation is discussed, and we will cover what you need to know about budgeting**
- **You will participate in a separate luncheon with Barbara; this is an opportunity to meet with your cohort separately and to get to know each other personally**
- **After lunch, you will have a meeting with Cohort XI scholars – a way to meet Cohort XI; ask questions & they can answer questions from a scholar’s viewpoint (rather than administrator or program staff perspective)**
- **Saturday afternoon – meet individually with your national research mentor – opportunity to talk about presentations the next day; significant amount of time for this discussion**
- **Saturday evening – reception & poster presentations from Cohort XI (you will do this next year); dinner with a presentation from John Beilenson, Communications Consultant will speak about the poster presentations**
- **Sunday morning – Cohort XI scholars and mentors depart; you begin research consultation presentations (order of presentations will be on the final agenda; generally alpha order or reverse alpha order); note: we start early this morning**
- **This session is intended to be very supportive; an opportunity to receive feedback on your research project from all of the research mentors (only 10 slides; 1 slide per minute = 10 minutes to present)**
- **Consultations will be followed by a luncheon and then you may depart**

Preparing for your research consultation (Dr. Berkman)

- Again, this is a very informal opportunity; we are not expecting discussion of data because most of you don't have any at this point
- You have 20 minutes and we are very rigid about time
- We suggest no more than 10 slides plus your title slide
- First 5 minutes – talk about the specific aims of research (hypotheses); can give some background on how you got there, but you will need to pace yourself so there is time for the consultation
- Next 5 minutes – present proposed methodology
- Next 10 minutes – raise specific issues for consultants in the room (ie. issues in methodology); we suggest strongly that you use 1 or 2 slides to present the questions you have for consultants in the room; this 10 minutes includes the discussion time
- Amy Horowitz, Director of Research Development will chair the session and try to keep audience on target
- We hope you will get answers to your questions and maybe some additional insights that you didn't have before

Dress code

- Business casual – no blue jeans; slacks are fine anytime or anyplace
- 2 Formal dinners (Friday & Saturday nights) – men should wear jackets & ties
- Suggests bringing layers to help with temp control in meeting rooms
- Very little time for your cohort to get in exercise; Marriott Metro Center does has gym and an in door pool that we encourage you to take advantage of

Institute webpage (Julia Meashey, Program Manager)

- Julia explained that there are 2 main places on the gswi.org website that scholars should go to access information
- 1st source of information is the October Institutes webpage accessible through a button on the homepage; on this page you

- can access a variety of materials including a program overview and instructions for preparing for the research consultation
- 2nd source of information is the Faculty Scholar passcode protected page which is accessible through a button on the Faculty Scholars Program page with the username and password. Here you will find the e-mail correspondence for the Institute (and several other useful items and resources).

Questions

Q: If things come up within the consultation, is it between scholar and mentor to determine what advice to take?

A: Yes, it is definitely up to the scholar and you can consult with your mentor about it. Bottom line: All suggestions about the direction your research should take are up to you to decide.

Q: Powerpoint slides – not supposed to put a literature review in the slides correct?

A: Yes, we know you are brilliant at those reviews. You might want to put a little about the background of the research in your presentation (to help provide a context), in a few lines tell us why this is important and significant to your research.

Q: Can I share progress on project over the summer in my update?

A: Yes, if you can put it in the context of how you got to the research questions and/or aims (or hypotheses).

Q: Because Hartford/VA is a new initiative, will you be discussing our role within the VA. It seems quite different than the faculty scholars role.

A: Yes, during the “getting to know you” section of the agenda on Saturday morning, please include this in your introduction.