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| **Research & Data Use Steering Committee****April 26, 2022** |
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| **Attendance**  |
| **Members Present:**Jeff Dowden (co-chair)Heather Zimmerman (co-chair)Keisha Musonda | Chris JohnsonSarah NashMaggie GatesLorraine Shack | Susan GershmanBrenda HoferManxia WuAngela Meisner | Annie Noone | **NAACCR Staff Present:**Recinda ShermanKaren Knight |

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| **AGENDA ITEM** | **ACTION/FOLLOW-UP** |
| 1. Roll – Heather/Jeff
2. **Introduction of Karen Knight from NAACCR who is joining the group.**
3. **Approval of March minutes**
	1. After approval minutes are made available on the NAACCR website.
4. **Call for new agenda items/any other business**
5. **Questions on Short Updates?**
 | * Minutes from March were approved.
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| 1. Board Update – Board Liaisons

A majority of the discussion at the board meeting was not relevant to this committee. The board did approve of the proposal for Dart.  |  |
| 1. Items for NAACCR community Communication? – Heather/Jeff
2. **Topics for NAACCR RDU Narrative section**

Anybody can contribute suggestions to be included in the NAACCR Narrative. 1. **Awareness Month context for social media**

Recinda shared Stephanie and Brenda are working together on this. The goal is to post 2-4 times per month. * 1. **1-2 more members; does RDU want to see the posts**

Others can still join the group. The posts that have already been posted were included in the attachments for this meeting. * 1. **Please retweet and otherwise promote**
1. **NAACCReview**

There were never a lot of submissions. Recinda suggested a small committee be formed to identify people who would like to feature their work. In the past the main author would be featured, send a head shot and write a couple paragraphs providing the cancer surveillance context for the paper. A link to the abstract and paper would be available. Ideally, this would occur monthly.  | * Topics for NAACCR RDU Narrative section will remain as a standing item on the agenda.
* The group decided they do not need to review the social media posts ahead of posting but appreciate them being shared with the group.
* Brenda volunteered to help with the NAACCReview effort to contact authors.
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| 1. Monthly RDU Workgroup update
2. **CiNA Research Network – Sarah/Bozena**
	1. **Data access policy**

There was a request that came down from the board to RDU regarding the creation of a data access policy. The draft was presented for review and approval. Maggie provided some suggestions that will be incorporated. * 1. **Individual member description on website**

It was suggested language be added to the bylaws to help clarify that an individual can chair a subcommittee (work group or task force).1. **Update website with short reports?**
	1. **Recinda will add all workgroups to RDU update**

Certification is almost finalized and looks as expected. When finalized registries will get access to their completeness estimates and the data visualization, the DQI and other reports.1. **Certification/CiNA Editorial – Recinda**

This group has been meeting reviewing our volumes and providing feedback on a standard way to do footnotes within our monograph. Some suggestions have been incorporated into the volumes. We are also in the process of adding a sixth volume on modifiable risk factors. Recinda explained differences in the presentation of race and ethnicity. The publication for the first five volumes will be in May.  | * The final version of the data access policy will be sent to the group and the NAACCR Board.
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| 1. Should we meet in June?

The group agreed we will skip the June meeting. |  |
| 1. Other Business/Open Discussion
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| **Next Meeting – May 24, 2022, 1:30pm EST** |