

RESEARCH COMMITTEE BY-LAWS

- I. **Composition:** The committee will consist of six to seven faculty members.
- II. **Term of Office:** Three years (July 1 - June 30). Terms should be staggered so that two to three members are reappointed or replaced each year. No member may serve more than two consecutive terms.
- III. **Appointments:** Potential members may volunteer to the Department Head or be nominated by any faculty member. The Department Head will make final appointments.
- IV. **Mid-Term Replacement:** Replacement members will be appointed as in paragraph III above.

Guidelines for Submission of Research Proposals: See attached form for submission

- A. Pilot Projects:
 - 1) Tenured Faculty or faculty being here for longer than 4 years: limited to \$3000 per principal investigator. Preference will be given to projects that demonstrate active involvement with other faculty. In addition, equipment needs will be considered within this category.
 - 2) New Faculty: (within the first 3 years of appointment): limited to \$5000, and must show strong evidence and documentation for using the results as leverage for outside funding.

Proposals for pilot projects should demonstrate evidence that a significant amount of effort went into writing the proposal and should not exceed 3 pages, excluding references. The form for the request is attached and includes a title, hypothesis, specific aims, brief literature review/relevance of research, experimental design, and an itemized budget. References should not exceed 3 pages.

- B. Travel Funds: Proposal to fund travel should include a description of the purpose of the travel, proposed investigation(s) directly resulting from the information/techniques acquired during your visit, letter of intent from the collaborative laboratory and a budget. Funding will not be awarded for travel to a scientific meeting.
- C. Supplemental funds for research supplies for the completion of ongoing research involving graduate students, that directly results in a publication. Maximum award would be \$500, and have about \$3000 available in this category. This funding is intended to provide funds for another ELISA kit, anti-body, computer program, etc. Also included within this category are requests to help offset the cost of publications. Documentation of matching funds would increase chances for favorable recommendations for funding.

CURRENT MEMBERS 3 year term/Maximum 2 terms/Appointed by the Department Head 2-3 members should be reappointed or replaced each year			
Name	Date Appointed	1st Term Expires	2nd Term Expires
David Hodgson	2003	2006	2009
Tom Schermerhorn	2003	2006	2009
James Lillich, chair	2004	2007	2010
Robert Larson	2006	2009	2012
Elizabeth Davis	2005	2008	2011
Dan Thomson	2005	2008	2011

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**Department of Clinical Sciences
Research Committee
Funding Requests**

Project title:

Primary investigator:

Collaborators:

Amount requested:

Brief justification of proposed project

Brief description of materials and methods

How will this funding be leveraged for future research and development?

Itemized budget