

To: Those Who Attend Faculty Meetings
 From: Shawn Bender, Chair of the Research and Development Committee
 Re: Final Report on the Research and Development Committee's 2017-18 Activity
 Date: September 4, 2018

My first action as chair of the committee this year is to remind you of key areas of support and to give you a final accounting of last year's activity.

- 1) All of our guidelines and deadlines are available online at:
http://www.dickinson.edu/homepage/91/research_and_development_committee. Please pay attention to the deadlines as once our budget is spent, we cannot fund late projects.
- 2) Each full-time faculty member is eligible for up to \$2,200 annually, (pending available funds) for presenting papers at professional conferences or comparable formal presentations of creative work. Travel grants must be approved in advance of trip. Expense forms must be filed within 30 days of return. As stated in the R&D guidelines, it is not necessarily the expectation that the grants will cover all expenses. Faculty may choose to supplement R&D travel grants with their available Dean's Faculty Conference Funds (1%).
- 3) For all projects except for travel to present at conferences, faculty are required to submit a 4-page (max), single-spaced current CV.
- 4) Also remember to check with Glen Peterman, or Ben Sweger from the Office of Sponsored Projects at:
http://www.dickinson.edu/info/20276/corporate_foundation_and_government_support/1932/sponsored_projects_office_spo for outside grant possibilities for your proposals.
- 5) Be sure to apply for Institutional Review Board (IRB) approval for any projects involving human subjects; for Institutional Animal Care and Use Committee (IACUC) approval for projects involving animals; and for Institutional Biosafety Committee (IBC) approval for projects involving recombinant DNA technology and/or infectious agents.

6) 2017-2018 Final R&D expenditures:

Activity Approved by R&D:			
Number of faculty members funded	175		
Number of students funded	97		
Total R&D funds spent	\$386,994		
Total overall activity \$ funded *	\$611,069		
Faculty Support:			
Number of faculty travel proposals	190		
Number (%) funded of those requested	190	100%	
\$ Travel funds (% of expended R&D operating funds)	\$227,360	59%	\$386,994
Number of faculty non-travel proposals	131		
Number (%) funded of those requested	130	99%	
\$ Non-travel funds (% of expended R&D operating funds) including:	\$159,634	41%	\$159,634
Sabbatical Support (excluding Sabbatical Supplement Grants)	\$52,435	14%	
Scholarly/Creative (% of expended R&D operating funds)	\$86,493	22%	
Prof. Development/Teaching (% of expended R&D operating funds)	\$8,288	2%	\$611,069
Publication/Dissertation (% of expended R&D operating funds)	\$6,250	2%	
Summer Study Groups (% of expended R&D operating funds)	\$6,167	2%	
Student Support and Student/Faculty Support:			
Student/Faculty Research **	\$137,162	16	15
Dana Research Assistantships **	\$34,114	26	24

Kenderdine Student Travel ** (number of students funded)	\$52,800	55	55
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* Total funds includes revenue from the general operating budget as well as income from restricted endowment and from external grants.

** Separate endowment or operating funds supply budget for these activities.