To: Those Who Attend Faculty Meetings

From: Jeff Niemitz, Chair of the Research and Development Committee

Re: Final Report on the Research and Development Committee’s 2011-12 Activity

Date: September 11, 2012

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/academics/resources/research-and-development-committee/.](http://www.dickinson.edu/academics/resources/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 $2,000 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, Cheryl Kremer or Ben Sweger from the Corporate, Foundation and Government Support Office at https://www2.dickinson.edu/internal/cfr/ for outside grant possibilities for your proposals.

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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. (Guidelines at [http://www.dickinson.edu/academics/resources/research-and-development-committee/.)](http://www.dickinson.edu/academics/resources/research-and-development-committee/.%29)

6) 2011-2012 Final R&D expenditures:

Activity Approved by R&D:

|  |  |
| --- | --- |
| Number of faculty members funded | 148 |
| Number of students funded | 47 |
| Total R&D funds spent | $280,138 |
| Total overall activity $ funded \* | $407,724 |

Faculty Support:

|  |  |  |
| --- | --- | --- |
| Number of faculty travel proposals | 163 |  |
| Number (%) funded of those requested | 163 | 100% |
| **$ Travel funds (% of expended R&D operating funds)** | **$185,610** | **66%** |
| Number of faculty non-travel proposals | 82 |  |
| Number (%) funded of those requested | 82 | 100% |
| **$ Non-travel funds (% of expended R&D operating funds) including:** | **$94,527** | **34%** |
| Sabbatical Support (excluding Sabbatical Supplement Grants) | $31,370 | 11% |
| Scholarly/Creative (% of expended R&D operating funds) | $29,319 | 10% |
| Prof. Development/Teaching (% of expended R&D operating funds) | $15,710 | 6% |
| Publication/Dissertation (% of expended R&D operating funds) | $13,128 | 5% |
| Summer Study Groups (% of expended R&D operating funds) | $5,000 | 2% |

Student Support and Student/Faculty Support:

|  |  |  |
| --- | --- | --- |
| Student/Faculty Research \*\* | $80,380 | 9 |
| Dana Research Assistantships \*\* | $41,030 | 20 |
| Kenderdine Student Travel \*\* (number of students funded) | $6,177 | 18 |

\* 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.