

To: Those Who Attend Faculty Meetings
From: Blake Wilson, Chair of the Research and Development Committee
Re: Final Report on the Research and Development Committee's 2012-13 Activity
Date: September 3, 2013

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/>. 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%). Information and forms for the both DFCF and R&D can now be found on the R&D webpage. Please contact Angie Karas or Chris Van Buskirk with any questions.

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.

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) 2012-2013 Final R&D expenditures:

Activity Approved by R&D:

Number of faculty members funded	153
Number of students funded	65
Total R&D funds spent	\$279,473
Total overall activity \$ funded *	\$440,102

Faculty Support:

Number of faculty travel proposals	175	
Number (%) funded of those requested	175	100%
\$ Travel funds (% of expended R&D operating funds)	\$206,431	74%
Number of faculty non-travel proposals	87	
Number (%) funded of those requested	81	93%
\$ Non-travel funds (% of expended R&D operating funds) including:	\$73,041	26%
Sabbatical Support (excluding Sabbatical Supplement Grants)	\$11,102	4%
Scholarly/Creative (% of expended R&D operating funds)	\$31,983	11%
Prof. Development/Teaching (% of expended R&D operating funds)	\$11,621	4%
Publication/Dissertation (% of expended R&D operating funds)	\$9,232	3%
Summer Study Groups (% of expended R&D operating funds)**	\$9,103	3%

Student Support and Student/Faculty Support:			
Student/Faculty Research **	\$112,067		12
Dana Research Assistantships **	\$29,245		17
Kenderdine Student Travel ** (number of students funded)	\$19,318		36

* 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.