

To: Those Who Attend Faculty Meetings
From: Christopher Francese, Chair of the Research and Development Committee
Re: Final Report on the Research and Development Committee's
2003-04 Activity
Date: September 6, 2004

My first action as chair of the committee this year is to update you on new changes for this year and to give you a final accounting of last year's activity.

- 1) Our mission statement, as well as all of our guidelines and deadlines are available online at: <http://dickinson.edu/departments/rdc/>. Please pay attention to the deadlines as once our budget is spent, we cannot fund late projects.
- 2) Please note that due to the rapidly increasing share of the R&D budget being spent on travel to present at conferences, rather than on support for research per se, the annual cap for faculty travel to present at conferences has been lowered from \$2,000 to \$1,900. Faculty members are eligible for this funding for presenting papers at professional conferences or comparable formal presentations of creative work, regardless of how many trips or the destination. There is a \$150 per diem/6 day limit.
- 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 Cheryl Kremer from Corporate and Foundation Relations at <http://dickinson.edu/departments/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. (Guidelines at <http://cfdev.dickinson.edu/academics/IRB.html>.)
- 6) 2003-2004 Final R&D expenditures:

Number of people (faculty, students) funded	169
Total \$ funded	\$431,041
Number (%) of travel proposals funded of those requested	177 (100%)
\$ (% of total budget) travel funds	\$124,419 (29%)
Number (%) of non-travel proposals funded of those requested	75 (70%)
\$ (% of total budget) non-travel funds, including:	\$306,622 (71%)
\$ (% of total budget) Sabbatical Support (not Sab. Supl. Grants)	\$ 31,015 (7%)
\$ (% of total budget) Scholarly/Creative	\$ 26,795 (6%)
\$ (% of total budget) Professional Development	\$ 6,190 (1%)
\$ (% of total budget) Teaching	\$ 1,000 (.02%)
\$ (% of total budget) Publication/Dissertation	\$ 10,739 (2%)
\$ (% of total budget) Study Groups	\$ 5,700 (1%)
\$ (% of total budget) Student/Faculty Research	\$ 83,109 (19%)
\$ (% of total budget) Student/Faculty Research (Howard Hughes)	\$ 93,748 (22%)
\$ (% of total budget) Reassigned Time	\$ 2,866 (.06%)
\$ (% of total budget) Dana Research Assistantships	\$ 36,256 (8%)
\$ (% of total budget) Student Initiative Fund	\$ 800 (.002%)
\$ (% of total budget) Kenderdine Student Travel	\$ 8,404 (2%)

*Total funds available includes funding from the General Operating Budget as well as revenue from restricted endowments and from external grants.

**Some Reassigned Time expenses are absorbed by the faculty salary pool.