DAKOTA STATE
U N I V E R S I T Y®

Policy: 04-80-00

University Research Committee

Purpose Statement

The University Research Committee brings all elements of institutional and faculty research together including human subject review and animal use functions to enhance and deploy University resources in support of research and scholarship. The role of the University Research Committee is to encourage and support faculty and students in engaging in scholarly activities. Scholarly activities are defined as applying for research grants, conducting research, applying for patents and copyrights, and disseminating research results through presentations in local, national, and international conferences and publishing in peer-reviewed publications.

Procedures

In supporting faculty research at the institution, the University Research Committee shall encourage scholarly activity by overseeing the protocols for animal and human subject research, by facilitating the funding process and the establishment of inter-university partnerships, by assisting faculty members in determining the appropriate outlets for their research and by serving as an advocate for faculty relative to university policies and procedures. The University Research Committee shall recommend policy on research activities to the General Faculty and / or to the University Administration when appropriate. Specific duties of the University Research Committee include, but are not limited to:

1. Review research proposals involving the use of human and animal subjects and ensuring that the risks to human subjects and animals involved in research are minimized by appropriate safeguards and that these risks are reasonable in relation to anticipated benefits (see policy on Human Subjects and Animal Use).

2. Facilitate presentations (by DSU or external presenters) regarding various quantitative and qualitative research methodologies. Examples include design science research, case studies, and ethnography.

3. Support faculty and student presentations reporting the results of ongoing and completed research. Events of this type will be coordinated with the Faculty Development Committee.

4. Encourage submission to refereed and peer reviewed publications through workshops and other support efforts.

5. Promote and recognize good research practice and outcomes among faculty members and the students they involve in their research, including advocacy for appropriate approval processes relative to release of data collected by students, faculty and/or external DSU constituents.

6. Encourage grant application through workshops and other partnerships in coordination with the Sponsored Programs Office. Examples of collaborative activities include:

- Orienting faculty to the general process of acquiring, and administering external funds.
- Assisting faculty in identifying funding opportunities relevant to their research interests.
- Assisting as a liaison in linking ideas for research with expertise that would support that research.
- Assisting the faculty with project design and fundability assessment.
- Assisting faculty with proposal development. This includes writing, corresponding with funding sources, preparing proposal budget, and submitting the proposal.
- Establishing contacts with the community and the industry for the purpose of advertising faculty expertise and creating additional funding opportunities.
- Assisting faculty in finding collaborative opportunities with their peers in other institutions.
- Identify the infrastructure, systems, and services that enable effective use of computing and communication technologies by all members of the university community for research activities.

The University Research Committee is composed of 17 campus members and two community members chosen or appointed as follows:

1. Two elected faculty representatives from each college and one library faculty representative, to three-year appointments. Elections shall be conducted or appointments shall be made by the dean of each college/director

of the library.

2. Two student representatives, one each at the graduate and undergraduate levels, to one-year appointments. Student representatives must be full-time, main campus students. The Student Senate shall nominate three individuals at each level and the President of the University shall make final selections annually.

3. The Vice President for Academic Affairs.

4. Director of the Center of Excellence in Computer Information Systems.

5. Director of the Sponsored Programs Office.

6. Dean of Graduate Studies and Research

7. Director of Small Business Innovation Research

8. Director of Center for Information Assurance

9. Representative from the Office of Institutional Effectiveness and Assessment

10. Director of Budget and Grants Administration

11. One veterinarian, in an as needed advisory capacity

12. One physician, in an as needed advisory capacity

From the University Research Committee, subcommittees may be formed for the purpose of promoting ongoing faculty and institutional research. These subcommittees may include additional professionals in a related field as deemed necessary by the committee.

Terms of Service

As per DSU Policy 04-01-00, no faculty can serve more than two consecutive terms. Student members of the University Research Committee serve one-year terms and may also serve two consecutive terms. Terms of service begin with the start of each academic year.

Committee Officers

The Chairperson shall be the Dean of Graduate Studies and Research, when that individual holds faculty rank. The committee chair shall be responsible for maintaining and distributing minutes of committee meetings to the general faculty.

Meetings

The Committee will meet a minimum of twice a year. Subcommittees may meet more frequently to consider timely issues.