RESEARCH COUNCIL

September 2023



RESEARCH COUNCIL VS. UFA RESEARCH & SCHOLARSHIP COMMITTEE: CHARGE AND MEMBERSHIP

UFA Research & Scholarship Committee

- Charge: Oversight and peer review of Faculty Mini-grant program
- Membership: Faculty selected to represent colleges at UNE
- Research experience/activity not required
- Responsible for reporting out to UFA

Research Council

- Charge: Oversight of Priority 3 of UNE Strategic Plan and Advisory to APRS
- Membership: Inclusive of faculty and professional staff across all Colleges, Centers of Excellence, Maker Space, Office of Sponsored Programs, Office of Research Integrity, IRB, Library, Council for Undergraduate Research, UFA R&S
- Research/scholarship stakeholders
- Responsible for reporting out RC activity to all units and strategic plan



UNE RCR Seminar Series Fall'23 - Spring'24

Link to seminar series: https://une.zoom.us/meeting/register/tJEocOigqD8jHtU1arfG<u>sboLQcfdQnFG64b6</u>

<u>Speaker</u>	<u>Seminar Title</u>	<u>Date/Time</u>
Julie Peterson - Chair, IRB	Guide to Research Integrity for Undergraduate Researchers	September 19, 2023 Tuesday 12:00 - 1:00pm
Art Lage - Attending Veterinarian	Animal Care and Use	September 25, 2023 Monday 11:00am - 12:00pm
Ling Cao - Chair, IACUC	Addressing Rigor in Scientific Studies	November 21, 2023 Tuesday 12:00 - 1:00pm
Yefrenia Taveras - IRB Compliance Coordinator	Data Security in Research	December 19, 2023 Tuesday 12:00 - 1:00pm
Yefrenia Taveras - IRB Compliance Coordinator	Research Ethics	January 16, 2023 Tuesday 12:00 - 1:00pm
Nick Gere - Director of Research Administration	Conflict of Interest and Financial Conflict of Interest	February 20, 2023 Tuesday 12:00 - 1:00pm
Julie Peterson - Chair, IRB	Principles of Open Science	March 19,2023 Tuesday 12:00 - 1:00pm
Yefrenia Taveras - IRB Compliance Coordinator	Cultural Competencies	April 16, 2023 Tuesday 12:00 - 1:00pm

RESPONSIBLE CONDUCT OF RESEARCH AND SCHOLARLY ACTIVITY TRAINING

- Target audiences:
 - Graduate students
 - Undergraduate students
 - Post-docs
 - Faculty (all levels)
 - Professional staff
 - Administration



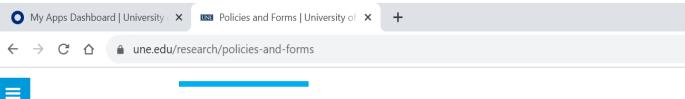
NEW POLICIES, GUIDES, TOOLS FOR SCHOLARLY ENDEAVORS AND WHERE TO FIND THEM

• What's new:

- Data security and sharing policy
- Faculty off-boarding template
- Guidance for Al and Research (coming soon)
- Research space allocation guidance (coming soon)
- Where do I find them?



WHERE TO FIND POLICIES, FORMS AND RELATED DOCUMENTS



- **UNE RESEARCH POLICIES**
 - Policy on Academic Centers and Institutes (PDF)
 - Bridge Funding Policy (PDF)
 - Policy on Distribution of Facilities and Administration Recovery Funds (PDF)
 - Policy on Principal Investigator Eligibility (PDF)
 - Research Data and Research Materials Management, Sharing and Security Policy (PDF)
 - Intellectual Property Policy (PDF)
 - Understanding UNE's Student Intellectual Property (IP) Policy (PDF)
 - Business Office Policy on Post-Award Management (PDF)
 - Policy for Procurement under Federal Awards (PDF)
 - Financial Conflict of Interest Policy
 - Subrecipient Monitoring Policy (PDF)
 - Research Equipment Transfer Policy (PDF)
 - Policy on Research Misconduct (PDF)
 - IACUC Policy (PDF)
 - Protocol Review Flow Chart (PDF)
 - IBC Policy (PDF)
 - Policies, Procedures and Guidance on Research with Human Subjects (PDF)
 - Pre-2018 IRB Policies, Procedures, and Guidance on Research with Human Subjects (PDF)

- "one stop shopping" location
- https://www.une.edu/researc h/policies-and-forms



UNE	UNIVERSITY OF NEW ENGLAN
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Faculty Departure Checklist

INNOVATION FOR A HEALTHIER PLANET		
8PACE/FACILITIE MEQUIPMENT REQUIRED ACTIONS		
Outline all space occupied.	Contact EH8 for:	
Contact Office of Sponsored Programs (OSP) asp@une.edu to relinguish equipment to new institution if funded by grant.	 Certificates of Decontamination for equipment and laboratory Disposal of hazardous waste 	
Contact OSP to determine if an MTA (Material Transfer Agreement) is	 Proper labeling of all hazardous materials that will not be disposed 	
needed. Place work orders for the removal of decontaminated equipment to	 Shipping/transport of chemical, biological, or radioactive materials to another institution. 	
other laboratories or for inventory/disposal.	meeting to another matterion.	
Submit ticket with ITS to re-image devices.		
GRANT/CONTRACT REQUIRED ACTIONS		
Alert OSP at least 60 days prior to the faculty member's last day of all grants, agreements, and subcontracts that will need to be	 Alert department Chair and OSP of closeout dates. 	
transferred or closed out.	If transferring to other institution, provide contact info for new OSP. Notify collaborating institutions that subawards will be amended	
 Set up meeting with Grant Accounting PostAward Quine edu to discuss outstanding expenses, etc. 	and reissued from new institution.	
Complete all sponsor reporting requirements BEFORE departure.	 Upload results, close out records, and fulfill any other applicable requirements as outlined on ClinicalTrials.g 	
DATA MANAGEMENT AND SECURITY REQUIRED ACTIONS		
Give all original documents (data and research records) from	Give all other original documents (data and research records) to	
extramurally funded research to OSP. Give all original documents (data and research records) relating to	the Department Chair for archiving	
Intellectual property to OSP.		
INTELLECTUAL PROPERTY REQUIRED ACTIONS		
Coordinate with OSP to ensure proper closeout of existing confiden	Review terms of original MTA Get permission from the original provider before Materials	
-tial disclosure agreements.	are transferred.	
	 Contact Tech Transfer office at new institution to establish new MTA Obtain permission from the sponsor before transferring any 	
	provided information	
IRB REQUIRED ACTIONS		
 Send the following information to irb@une.edu Specify the IRB# of the research project(s) that you are involved with 	If research data will requires transfer to another institution, contact irb@une.edu	
(either as a PI, research team member, or faculty advisor).	contact industries and	
 For each project identified above, indicate if data is still being collected from research participants and/or is identifiable data still being 		
accessed/used/analyzed.		
IACUC REQUIRED ACTIONS		
Send the following information to jacus@une.edu	For each project, indicate if any animal colonies at UNE are still in	
 Specify the IACUC # of the research project(s) that you are involved with at UNE (either as a PI, research team member, or faculty advisor). 	existence.	
 For each project, indicate if the project is still active or has been completed. 	If research data will require transfer to another institution, contact	
	Jacuc@uen.edu	
IBC REQUIRED ACTIONS		
Send the following information to loc@une.edu	To each arrived indicate this evaluation all arrive	
 Specify the IBC # of the research project(s) that you are involved with at UNE (either as a PI, research team member, or faculty advisor). 	For each project, indicate if the project is still active or has been completed.	
HUMAN RESOURCES REQUIRED ACTIONS		
 Notify HR at least 60 days prior to grant end date with names of employees who will be terminated. 	Check Payroll Calendar for any applicable payroll cutoff date.	
Complete the HR Exiting Employee Checklist.	 Retrieve any university assets, such as computer, cell phones, etc. 	
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Department Head/Chair Signature	Date	
a specialism. Assessment organizations	and before add to the Decale Office to UDO	

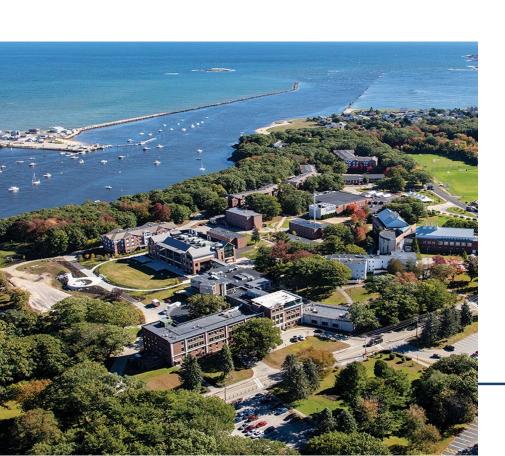
NEW GUIDANCE

- Captures responsibilities of faculty scholars departing the University or moving from one location to another within the University
- Role of Department/Unit Chair/Director in off-boarding of research faculty
- Identifies who to contact for information and help
- Aligned with University policies and Federal regulations
- Financial impact
- https://www.une.edu/research/policiesand-forms



JNE NEW ENGLAND and to ORS@une.edu

RE-IMAGINING UNE'S MAINE CAMPUSES: RESEARCH





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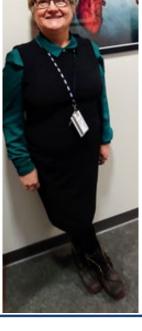
STRATEGIC INVESTMENT: PORTLAND LABORATORY FOR BIOTECHNOLOGY AND HEALTH SCIENCES







- Two levels of Pharmacy Building
- Multi-unit collaborative research space
- Biotechnology applications focus
- Increase extramurally funded research
- Increase opportunities for student training in Research on the Portland campus
- Director: Karen Houseknecht
- Technical Manager: Deborah Barlow
- Administrative Manager: Zeynep Arslan





DATES TO REMEMBER AND SHARE

- Refresh of UNE Strategic Plan: Deadline September 30
- Research Infrastructure Fund (RIF): Applications due December 8
 - Call for applications will come out in late October
- Faculty Mini-Grant Program: Applications due January 18, 2024

Please share this and all RC related information with your units!

