

TTUHSC SOP COMMITTEE CHAIR'S ANNUAL REPORT

(Report Due June 1 following year of service)

COMMITTEE: Ad hoc Research Advisory Committee

YEAR: 2005-06

CHAIR: Dr. Jayarama Bhat Gunaje CHAIR ELECT: Dr. Anthony Busti

MEMBERS AS APPOINTED BY THE DEAN OR ELECTED BY THE FACULTY:

Drs. Thomas Abbruscato, C.A. Bond, Anthony Busti, Jayarama Gunaje, Reza Mehvar, Mark Lyte and Thomas Thekkumkara (Associate Dean, Research).

NUMBER OF MEETINGS HELD DURING MAY 1-APRIL 30: 11

MAJOR INITIATIVES UNDERTAKEN DURING THE YEAR AND A DESCRIPTION OF ACCOMPLISHMENTS, BARRIERS TO FURTHER PERFORMANCE, AND WORK REMAINING FOR NEXT YEAR'S COMMITTEE TO COMPLETE: (Note: List each major initiative, then describe in narrative or bullet form the information requested. Use another page if necessary.)

- Bridge Funding - Policy drafted and adopted; now in effect and posted on website
- Policy for Upkeep of Equipment Maintenance Contracts - Policy drafted and currently awaiting final signatures from Executive Committee
- Strategic Plan charges (mentoring program, reorganization of research infrastructure etc.) - Completed and reported to Jo Long and Dean Nelson
- Awarded 5 Equipment Grants
- Surveyed the faculty and offered recommendations regarding the possible reorganization of the school's research infrastructure
- Planned Research Days 2006

DUTIES AND RESPONSIBILITIES ASSIGNED BY SCHOOL BYLAWS:

The Ad hoc Research Advisory Committee is not governed by School Bylaws. The Dean appoints this committee to evaluate and recommend policies and procedures to assist the Office of Research and the School in promoting research activities and programs.

DUTIES AND RESPONSIBILITIES ASSIGNED BY DEAN'S CHARGE:

- To develop a Bridge Funding policy and procedure
- To develop a Strategic Plan (5.2.2.1) to implement a mentoring program with internal and external resources
- To develop a Strategic Plan (5.1.1.1) for reorganization and communicate the HSC Vice President for Research

WORK REMAINING FOR SUBSEQUENT COMMITTEE:

1. The Committee left no uncompleted tasks for the coming members. The next group will simply need to continue to meet the responsibilities assigned to the Committee: awarding seed and equipment grants, considering bridge funding requests, planning Research Days, and addressing any issues pertaining to research that arise over the course of the year.
2. To develop a Strategic Plan (5.2.1.3) for future of TTUHSC Research Centers and externally funded program projects including TTUHSC-wide institute. This is scheduled for initiation in 2007.

Submitted Electronically by Committee Chair  
Chair's Signature

4-14-06  
Date Submitted