## Resource Packet

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Career Development 101 for Early Career Investigators
September 15th, 2015
8:00 AM - 12:30 PM
GRU Cancer Research Center – CN 1102

Co-Sponsored by the GRU Cancer Center, the Office of Leadership Development, the Office of the Senior Vice President for Research, and the Educational Innovation Institute

AGENDA

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<tr>
<td>7:30</td>
<td>Sign-In</td>
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<tr>
<td>8:00</td>
<td>Welcome and Agenda</td>
<td>Lisa Middleton, PhD&lt;br&gt;Director, GRU Cancer Center Office of Education and Internal Communications&lt;br&gt;706-721-4566</td>
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<tr>
<td></td>
<td>Opening Remarks</td>
<td>Samir N. Khleif, MD&lt;br&gt;Director, GRU Cancer Center&lt;br&gt;Director, GRU Cancer Center Service Line&lt;br&gt;GRA Distinguished Cancer Scientist and Clinician&lt;br&gt;Professor, Departments of Medicine, Biochemistry &amp; Molecular Biology, and Graduate Studies&lt;br&gt;706-721-0570</td>
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<tr>
<td></td>
<td>Opening Remarks</td>
<td>Nita Maihle, PhD&lt;br&gt;Associate Cancer Center Director of Education&lt;br&gt;Professor, Departments of Pathology, Biochemistry &amp; Molecular Biology, and Graduate Studies&lt;br&gt;706-721-1824</td>
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<td>8:15</td>
<td>Promotion and Tenure</td>
<td>Amanda C. Barefield, EdD, RHIA, LNHA&lt;br&gt;Associate Professor, Department of Health Information Administration and Public Health Department of Clinical and Digital Health Sciences&lt;br&gt;706-721-4646</td>
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<tr>
<td>8:30</td>
<td>Human Resources</td>
<td>Laurie Bush&lt;br&gt;Manager, Faculty Support Services&lt;br&gt;706-721-1072</td>
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<td>8:45</td>
<td>International and Postdoctoral Services Office</td>
<td>LD Newman, Esq&lt;br&gt;Director, International and Postdoctoral Services Office (IPSO)&lt;br&gt;706-721-0670</td>
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<tr>
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<td>9:00</td>
<td>Grants and Contracts</td>
<td>Sarah J. White, MA, EdM  Associate Vice President for Research Administration  Executive Director, Georgia Regents Research Institute, Inc.  706-721-3087</td>
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<tr>
<td>9:15</td>
<td>Institutional Review Board</td>
<td>Demetric L. Hillman, MSc  GRU Clinical Research Training Coordinator  Institutional Review Board (IRB) Office  706-721-1481</td>
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<tr>
<td>9:30</td>
<td>Technology Transfer</td>
<td>Carl Clark, PhD  Director, Office of Innovation Commercialization  706-721-4055</td>
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<td>9:45</td>
<td>Laboratory Animal Services</td>
<td>Patricia Charlton, DVM, MS  Director, Veterinary Services  706-721-3421</td>
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<td>10:00</td>
<td>Break</td>
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<tr>
<td>10:15</td>
<td>What's happening in Augusta and the CSRA?</td>
<td>Jennifer Bowen  Augusta Convention &amp; Visitors Bureau  706-823-6613</td>
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<tr>
<td>10:30</td>
<td>Teaching At GRU: When? Why? How?</td>
<td>Ralph Gillies, PhD  MCG Interim Associate Dean of Faculty Development  Professor, Department of Family Medicine  706-721-2353</td>
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<td>10:45</td>
<td>Library Resources &amp; Faculty Profiles</td>
<td>Brenda Seago, MLS, MA, PhD  Professor and Director, University Libraries  706-721-2856</td>
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<td>11:00</td>
<td>Laboratory-Related Compliance</td>
<td>Kenneth U. Erondu, MS  Chemical Safety Officer &amp; Institution Right-to-Know Coordinator  Environmental Health &amp; Safety Division  706-721-2591</td>
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<td>11:15</td>
<td>Research at GRU</td>
<td>Michael P. Diamond, MD  Senior Vice President for Research  William H. Brooks, MD, Distinguished Chair  Professor and Chair, Department of Obstetrics and Gynecology  Associate Dean for Research, Medical College of Georgia  706-721-3591</td>
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<td>Break and Lunch Pick-up</td>
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<td>11:45</td>
<td>Mentoring:</td>
<td>Caryl Hess, PhD, MBA</td>
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<td>Your Career Differentiator</td>
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<td>Nita Maihle, PhD</td>
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<td>Associate Cancer Center Director of Education</td>
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<td>Professor, Departments of Pathology, Biochemistry &amp; Molecular Biology, and Graduate Studies</td>
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<td>12:15</td>
<td>Closing &amp;</td>
<td>Lisa Middleton, PhD</td>
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<td>Session Evaluation</td>
<td>Director, GRU Cancer Center Office of Education and Internal Communications</td>
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<td>12:30</td>
<td>Optional:</td>
<td>Steven Uhles</td>
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<td>Cancer Center Tour</td>
<td>Director, GRU Cancer Center Office of Media and Marketing</td>
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<td></td>
<td></td>
<td>Chris Middleton, MBA</td>
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<td>GRU Cancer Center CIFSA Research Manager</td>
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The GRU P&T Process

Today’s Presentation

• Current information concerning the GRU (university-level) Promotion and Tenure (P&T) Guidelines and Policies

• Recommendations
GRU P&T Guidelines

• Set minimal P&T requirements
  • Colleges guidelines may be more stringent, but can not be less

• Human Resources notifies dean and faculty when eligible for P&T
  • Dean expected to pass along information to department chairs
  • New: in April 2016, all eligible faculty are notified in writing

• All P&T portfolios are electronic: one single PDF file

• Original signature required on Application Form
  • Electronic signature unacceptable
  • Hard copy of Application Form follows portfolio at each step through P&T process

• Portfolio must include correct number of external support letters
  • external = outside of GRU

Internal Decision Letters

• Must use established language for all levels of internal decision letters
  • What contributions have faculty made to GRU?
    • Exemplary
    • Substantial
  • Letters must contain specific examples of how faculty demonstrates exemplary and substantial contributions

• Exemplary
  • Non-tenure faculty must be exemplary in either teaching or scholarship
  • Tenure faculty must be exemplary in both teaching and scholarship

• Substantial
  • All faculty must have substantial contributions in service
The Decision Process

• All faculty shall be notified in writing within five business days of the recommended decision, and receive a copy of the written summary at each step of the promotion and/or tenure process.

• Appeal letter sent to appropriate individual at the next step.
  • For example, appeal of dean’s decision sent to provost, who then requests GRU P&T Committee to review.

• Faculty have 10 business days to appeal the decision from the date of communication.

New to 2016/2017 P&T Process

• Digital Measures
  • Software will generate P&T Report
    • aka the P&T portfolio
      • Automatically formatted per GRU P&T Guidelines
  • Will have ability to add information
  • Expected to roll out during 2015, so will be used for 2016-17 academic year
QUESTIONS?
Visit the official P&T Website
http://www.gru.edu/hr/faculty-support-ser/procedures/promotionandtenure.php
Checklist for Submitting a New Project to an Internal GRU IRB

(scroll to page 2 for the Getting Started Checklist for submitting a Human Subjects Research Determination)

Getting Started

Clicking on the blue links will open additional links to instructions that may help you.

1. **CITI Completion**
   - Each research team member must complete the applicable [CITI learner group](#).

2. **IRBNet Account**
   - Each research team member must create an IRBNet Account and affiliate with GRU at [irbnet.org](http://irbnet.org).

3. **Update User Profile**
   - Each research team member must integrate CITI *if they are affiliated with GRU.*
     If they are not affiliated with GRU, they must upload the CITI Completion report from their institution ([see Instructions for CITI Integration](#)).
   - Each research team member must upload a current, dated CV/resume ([see instructions for uploading a CV](#)).

New Study Checklist

- Ensure the following required documents are uploaded in your package on the Designer page:
  - Core Data Form
  - Sponsor’s Protocol or Grant, if applicable
  - Local Protocol (Protocol Template)
  - Consent Document, if applicable
  - Data collection forms, questionnaires, surveys, etc.
  - Advertisements, if applicable
  - Drug/Device information (i.e. Investigator’s Brochure, Device Information Sheet, etc…), if applicable
  - Signed ITSS Attestation Form
  - Applicable Supplemental Forms

- **Share** the package with all research team members listed on the Core Data Form and the Department Approver and any required Ancillary Approvers.

- **Link the Training and Credentials** of all research team members

- **Obtain Required Signatures**
  - Principal Investigator
  - Department Chair
  - Faculty Sponsor, if applicable

Click [Here](#) to access **IRBNet Instructional Resources and Videos**.
Checklist for Submitting a Human Subjects Determination Request to an Internal GRU IRB

The form should be submitted only if the Principal Investigator is not sure that his/her project is considered human subjects research.

Getting Started

4. IRBNet Account
   - The PI must create (or have an existing) an IRBNet Account and affiliate with GRU at irbnet.org.

Submission Checklist

Ensure the following required documents are uploaded in your package on the Designer page:

- Scope of Work (you draft this document in Word), please note the number of case studies in this document
- Human Research Participant Determination Request Form- please complete this form and save it to your computer or files.
- Any data collection forms you may want to use
- Sign the package as Principal Investigator
- Submit the package to the GRU IRB Office

How to Upload forms/Submit items to the IRB:

1. Make sure you are logged into IRBNet system, your name should display in the upper left hand corner of the screen
2. Click the tab Create New Project
   a. Give your project a title, if you are submitting this to NIH- you could use that same title
   b. Type your First and Last name and Degrees earned
   c. Optional items to fill in- keywords, sponsor, internal reference number- you may also leave these blank if you wish
   d. Click Continue
3. Click the tab Designer
   a. Click Add New Document (located center of page)
   b. Document Type should be “Proposal” for your Scope of Work
   c. Document Type should be “other” for the Human Participant Research Determination Form
   d. Find these completed documents by clicking the Choose File option, select one at a time
   e. Click Attach
4. Click Sign this Package
   a. Choose Principal Investigator
   b. Enter your username and password you used to register for IRBNet

Click Submit this Package-Choose Georgia Regents University (GRU) IRB Office, Augusta, GA
INTERNATIONAL & POSTDOCTORAL SERVICES OFFICE

Following the consolidation and creation of GRU, IPSO now manages all international scholar (employees and visitors but not GME) and student programs for GRU.

Our services to ALL GRU postdoctoral fellows and research mentors are limited to the appointment and salary standards of postdocs.

New faculty bringing international scholars and students from another institution are encouraged to contact IPSO as they begin the transfer process so that IPSO can facilitate a timely transfer of relevant immigration documentation.

Please contact us for assistance. We look forward to working with you.

OFFICE STAFF

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
<th>Phone</th>
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<tbody>
<tr>
<td>L.D. Newman</td>
<td>Director/Immigration Counsel</td>
<td><a href="mailto:dinewman@gru.edu">dinewman@gru.edu</a></td>
<td>706-721-0670</td>
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<tr>
<td>Beverly Y.M. Tarver</td>
<td>Sr. Coordinator of International Services</td>
<td><a href="mailto:btarver@gru.edu">btarver@gru.edu</a></td>
<td>706-721-0670</td>
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<tr>
<td>Jonathan Harwood</td>
<td>Sr. Coordinator of International Services</td>
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<td>706-721-0670</td>
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<tr>
<td>Katrina Wright</td>
<td>Administrative Assistant</td>
<td><a href="mailto:kwrigh15@gru.edu">kwrigh15@gru.edu</a></td>
<td>706-721-0670</td>
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- Align customer service policies and institutional compliance expectations related to immigration sponsorship
- Process permanent residency petitions
- Answer general questions about international visitors
- Direct policy development

- Process F-1 and J-1 program participant requests
- Liaison for all student admissions processes for all colleges
- Liaison to Social Security Administration and GA Division of Drivers Services

- Process H-1B, O-1, TN and E-3 petitions
- Answer general questions about nonimmigrant visa status
- Liaison to Human Resources and Graduate Medical Education
- Maintain Immigration Tracker functions

- Answer inquiries about IPSO office procedures
- Manage postdoc record-keeping process
- Process postdoc appointments
- Manage international services record-keeping process
- Provide administrative support for IPSO leadership
- Oversee IPSO web page revision
Institutional Review Board Overview
IRB Office
Georgia Regents University

Objectives

• Discuss the IRB roles and responsibilities
• Define Human Subjects Research
• Identify the steps for Getting Started with a New IRB Application (Project)
• Define the application requirements for a new study
What is an IRB?

• Any board, committee, or other group formally designated by an institution to review, to approve the initiation of, and to conduct periodic review of research involving human subjects.

IRB Responsibilities

• Protects the welfare, rights and safety of human subjects and human derived material
When is IRB Approval required?

• Research Involving Human Subjects requires IRB review and approval BEFORE it may be conducted

IRB Submission Process- Getting Started

1. All Research Team members should:
   1. Complete CITI training (see next slide for CITI groups)
   2. Create an IRBNet Account
      www.irbnet.org
   3. Create a User Profile in IRBNet
      a. CITI Integration
      b. CV Upload (dated CV)
CITI Groups

**Investigators and Research Staff**
- Group 1: FDA Regulated Research
- Group 2: Non-FDA Regulated Research
- Group 3: Human Derived Materials Research
- Group 7: Social and Behavioral Research

**Institutional Review Board Members**
- Group 5: Institutional Review Board Members

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**Submitting to a GRU IRB**

All submissions to a GRU IRB should be submitted using IRBNet (electronic IRB submission system). Before submitting the study in the electronic IRB system you should:

1. Create a research protocol (protocol template)*
2. Create an informed consent document, if consent will be obtained. (consent templates)*

*Templates available in IRBNet Library under Forms and Templates
Submitting New Study cont.

3. Create data collection forms
   • survey, questionnaire, spreadsheet, interview script

Submitting a New Study
Protocol Development

Things to consider:
• Additional investigators, if needed
• Research question
• Background research/Literature review
• Study design and methodology
• Risks/Benefits of the research
Submitting a New Study Protocol Development

Things to consider:

Type of recruitment
- Place of recruitment
- Type of data collected
- Storage of data

Submitting a New Study Protocol Development

Things to consider:

- Study population
  - Does your study involve vulnerable population?
    - Children
    - Cognitively impaired
      - Those who cannot think, act, or make decisions on their own
    - Pregnant women
    - Prisoners

- If yes then, additional safeguards are requested by the IRB to avoid undue influence and coercion.
IRBNet New Study Package

• Additional Requirements
  – The project has to be Shared with research team members, faculty sponsor, and department chair
  
  – Training and Credentials must be linked for all research team members
    • Requires you to Share the study with them and then Link the training on the Designer page
  
  – Required Signatures, which requires you to Share the study with these individuals
    • PI
    • Faculty Sponsor
    • Faculty Sponsor Department Chair

IRBNet “How To’s” and Resources

• IRBNet Energizer- New Project Submission
  – Located on GRU IRB Office website- video and pdf
    http://www.gru.edu/research/irboffice/irbnet.php
  – Topics:
    • Create a New Project
    • Download forms
    • Attach Documents
    • Share the Project
    • Link Training and Credentials
    • Sign the Package
    • Submit the Package
    • Revise the Package
    • Check the state of Review
IRBNet “How To’s” and Resources

• Core Data Form Instruction Guide
  – provides page-by-page instructions on completing the Core Data Form (located in Forms and Templates Library in IRBNet)

• IRBNet Resources
  http://www.gru.edu/research/irboffice/irbnet.php

Contacts
IRB Office
irb@gru.edu
706-721-3110
www.gru.edu/research/irboffice

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IRB Operations Manager
antoole@gru.edu

Heather Wilson, BS, CIM
Regulatory Compliance Manager
hwilson@gru.edu

Demetric Hillman, M.Sc.
Human Research Training Coordinator
dhillman@gru.edu
Faculty Support Services is a unit within the Benefits, Data Management & Faculty Support Services section of the Human Resources Division. We are located in the Georgia Regents University (GRU) Annex Building at the corner of Walton Way and 15th Street. Our office phone number is (706) 721-1072 and our website can be found at www.gru.edu/hr/faculty-support-ser.

Our office acts as a liaison between the University and the Board of Regents/University System of Georgia system office on matters related to faculty. We are responsible for managing policies and/or procedures related to:

- Faculty Recruitment
- Faculty Appointment
- Administrative Posts
- Secondary (Joint) Appointments
- Contract Renewals
- Annual Employment Contracts
- Extra Duty Compensation
- Faculty Resignations
- Promotion and Tenure
- Pre-Tenure and Post-Tenure Reviews
- Part Time Faculty Guidelines
  - Annual reappointment process
- Clinical / Adjunct Faculty Appointments
  - Annual reappointment process
- Limited Term Appointments
- Faculty Leave of Absence
- Annual Faculty Evaluation process as it relates to promotion, tenure and post-tenure review
GRU Intellectual Property and Real Property

Office of Innovation Commercialization (OIC)
Carl Clark, PhD
Director

OIC Services

• Protection of GRU property
  — Material transfer agreement (MTA)
  — Confidential disclosure agreement (CDA, NDA)
  — Patent, copyright, trademark, GRU brand
• Protection of faculty, staff, students
  — Legal agreements are exchanges of obligations
    • Don’t sign them!
    • Let GRU enter an agreement on your behalf
• Marketing property
• Company spin-outs, incubator
Types of Property

• Real property
  – R&D tools – cell and animal lines, chemical compounds, devices
  – Finished goods – data, services, learning materials

• Intellectual property
  – Invention
  – Know-how
  – Work of artistic expression

Where’s the Money?

• Revenue
  – License fee
  – Milestone fees
  – Royalties

• Distribution
  – 35% Inventor(s)
  – 35% GRU (President Keel)
  – 20% Georgia Regents Research Institute (GRRI)
  – 10% Department(s) of inventor(s)
Discovery vs. Invention

- **Discovery is finding:**
  - Something that already exists
  - Correlation
  - Target molecule or pathway
- **Invention is creating:**
  - Something didn’t previously exist (doesn’t matter if natural or man-made)
  - Useful
  - Not obvious to your knowledgeable colleague
- **Key:** Leverage a discovery to create an invention
Office of Innovation Commercialization Services

Confidential Disclosure agreements – keeping secret information secret

Material transfer agreements – sharing important biological materials

Industry sponsored research agreement support – helping industry and researchers work together

Clinical trials agreement support - helping industry and our clinical researchers work together

Patenting of exciting new inventions – developing future commercial assets

Option agreements - keeping the door open to licensing

License agreements - laying the groundwork for commercializing high-tech innovations

Spin-Outs – help faculty with getting their new company off the ground

Intellectual Property Principles – teach the best practices for commercialization of new technology
Division of Laboratory Animal Services

Dr. Patricia Charlton – Director Veterinary Services: PCHARLTON@gru.edu

The Division of Laboratory Animal Services at Georgia Regents University is a service organization, which facilitates the research and teaching mission of the University by meeting the animal research needs of the scientists while concurrently providing for the safe and ethical treatment of animals used in research. Our emphasis on customer service is demonstrated by providing high quality animal care and research support and providing courteous, professional, and responsive service to research investigators. We maintain a centralized animal care program with administrative management of 7 campus animal facilities. The department reports to the Vice President of Research. The animal facilities and the animal care program are accredited by the Association for Assessment and Accreditation of Laboratory Animal Care International (AAALAC) and we are a registered research facility with the United States Department of Agriculture.

Primary LAS Responsibilities:

- Care for animals
- Advise research staff and facilitate research using animals
- Train research staff on care and handling of animals

We consult and collaborate with the Institutional Animal Care and Use Committee (IACUC) which is dedicated to the task of facilitating and assisting faculty in the conduct of research, teaching and other activities involving the use of laboratory animals. The committee consists of a minimum of 5 voting members from the faculty, administration, and community, and include scientist, a non-scientist, and a person unaffiliated with the university. The IACUC is responsible for assuring that all animal use complies with the Animal Welfare Act, the Public Health Service (PHS) Policy on Humane Care and Use of Laboratory Animals, and the Guide for the Care and Use of Laboratory Animals.

Primary IACUC Responsibilities:

- Semi-annual evaluation of the animal care program
- Semi-annual inspection of facilities
- Advise on the animal care program, facilities and personnel training
- Review animal use protocols
- Review animal welfare concerns

CONTACT:

Division of Laboratory Animal Services, Georgia Regents University Research and Education Building (CB), Room 2803

Office 706-721-3421

LAS@gru.edu

http://esirius.gru.edu/esirius

http://www.gru.edu/research/animal

http://www.gru.edu/research/iacuc
Meeting and Convention Services

The Augusta Convention and Visitors Bureau (CVB) is staffed with professionals who are eager to assist you in planning all aspects of your meeting or convention. The Augusta CVB provides the following services to groups that book a minimum of 50 hotel rooms per night.

- **ATTENDANCE BUILDERS**
  
  We will bring Augusta to you. Let our staff attend your conference armed with helpful Augusta information to help boost attendance for your future meeting in Augusta.

- **WELCOME PACKETS**
  
  Information packets about Augusta are provided free of charge and can be used as either a pre-convention mailing or as welcome bags on the day of arrival. Packets include an Augusta City Guide, maps and information about Augusta's many attractions. Nametags are also available.

- **VENDOR REFERRAL ASSISTANCE**
  
  The Augusta CVB can recommend trusted local vendors, including caterers, florists, printers, transportation companies and more to help make every aspect your event unique and memorable.

- **SPEAKERS BUREAU**
  
  Give your meeting some Augusta flair with a local speaker who can help motivate and inspire your attendees. The Augusta CVB maintains a database of speakers who will provide just the right message for your group.

- **ITINERARY PLANNING**
  
  The Augusta CVB will assist you in planning the right extra-curricular activity for your group, from historic tours of Augusta, to a golf tournament or canoeing the Augusta Canal. The Augusta CVB will help you organize a variety of activities to fill your attendee's free time in Augusta. Assistance in planning spouse and children's programs is also available.

- **PERSONALIZED SERVICING**
  
  In Augusta, you will work one-on-one with our Servicing Manager to ensure that your group feels at home. We can staff an information table at your event, and provide personalized information including dining and nightlife guides and a calendar of events to give your group exactly what it needs.

- **MEDIA RELATIONS**
  
  The Augusta CVB assists with all facets of public relations, from press releases and public service announcements to a welcome greeting from the mayor, local dignitary or Augusta CVB staff. Press kits, destination videos, area photos and exhibit materials are available for use in advance of your event to help boost attendance.

- **SPECIAL SERVICES FOR GROUPS OVER 250**
  
  For groups over 250, Augusta CVB can also provide an Augusta information booth on-site and VIP gifts for up to three guests.

For additional information please contact:
Iman Hill, Servicing Manager by email at Iman@VisitAugusta.com
or by phone at 706-823-6600 or 800-726-0246
GRU Instructional Technology Related Resources

Note: More information on the services/resources highlighted below can be accessed at this site: http://gru.edu/art/ectc.html
Classroom & Event Scheduling
One-stop shop for reserving space, technology, and support for academic and non-academic events across the enterprise. Learn More

Distance Education
Georgia Regents University offers a variety of distance learning programs and courses designed to help meet the evolving learning needs of students. Learn More

Instructional Design
Providing faculty with instructional design services to design and develop a variety of educational products. Learn More
Application Design & Development
Creating commercial quality mobile apps, web apps, eBooks, 3-D simulation, games, and a host of other multimedia to support the University and the Health System... Learn More

Educational & Collaborative Tech Center
Providing students and faculty with walk-in-at-the-elbow support for high-end multimedia development... Learn More
Career Development 101 for Early Career Researchers: Library Resources & Faculty Profiles

Reese Library, Summerville campus

University Libraries

Greenblatt Library, Health Sciences campus

www.gru.edu/library
RESOURCES

Key Access Points
- Off-Campus Access
- eBooks and eJournals: 90,000+ eJournals
- GIL Express and Document Delivery
- Chat Service
- Research Guides (LibGuides)
- Unique Databases and Resources
- Social Media, including Blog—News and Events
- Mobile Devices
- Research and Teaching Assistance

Off-Campus Access
Resources from both campuses can be accessed remotely by logging in with your JagNet ID.
GRU eJournals Subscriptions
- Elsevier
- Science Direct (2272)
- Cell Press Titles (9)
- Wiley Online
- Full Collection (1377)
- Springer (1932)
- American Chemical Society (47)
- Annual Reviews (14)
- AMA Journal Titles (JAMA + 9)
- Science Online and Science Translational Medicine (2)
- IOP Publishing (Institute of Physics) (113)

GRU Database Subscriptions
- GALILEO
  - America History and Life
  - Communication and Mass Media Complete
  - EconLit (index plus FT)
  - Education Source
  - Humanities International Complete
  - Mental Measurements Yearbook w/Tests in Print
  - PsychArticles
  - PsycINFO w/Full Text
  - PsycTests w/Full Text
- JSTOR
- PsycOnline
  - DSM-5™ American Psychiatric Association’s Diagnostic and Statistical Manual of Mental Disorders
- eBooks Collection (10); eJournals (5)
- SciFinder

SERVICES
Embedded and Liaison Librarians

- Reference Assistance
- Assistance with systematic reviews
- Literature Searching
- Collaboration on grant funding
- Service on college/departmental committees, including accreditation reviews
- Teaching, online or face-to-face

Copyright and Fair Use Consultations

- Learn about Copyright Transfer Agreements or Fair Use guidelines for using materials in D2L:
  http://guides.gru.edu/copyright
Measuring Research Impact

- Assistance to determine the impact factor of journals in which you publish? Or figuring out how to measure the impact of your research through social media?

Compliance with Public Access Policies

Federal public access policies resulting from the US Office of Science and Technology Policy memorandum of February 2013

Scholarly Commons

- Scholarly works of GRU
  - Publications (pre-prints/post-prints), conference presentations, theses and dissertations, student papers, white papers, newsletters, historical archives
  - Access through Google Scholar
  - Freely available—access barriers disappear
  - Enhanced visibility—globally
  - Open Access Journals
Additional Services

- Interlibrary Loan
- Special Collections and Archives research assistance
- Review of resources for accreditation and new degree programs
- Library exhibits and author presentation seminars
- Government information assistance (Federal Depository since 1962)

FACULTY PROFILES (PURE)

Pure (formerly SciVal)

- Searchable database of experts at GRU
- Explore the profiles, publications, and grant data of scholars within GRU
- Collaboration opportunities within GRU and throughout the national Pure community (Elsevier)
- Publications and grants listed for each faculty member reflect their expertise in affiliated department(s)
Questions?

Brenda Seago, PhD, MA, MLIS
Professor and
Director of Libraries

Melissa Johnson, MLIS
Assistant Professor and
Electronic Resources and Serials Librarian - Reese Library

Kim Means, MLIS, A
Assistant Professor and
Scholarly Communications Librarian - Greenblatt Library

Peter Shipman, MLIS
Assistant Professor and
Dental Medicine and Cancer Librarian – Greenblatt Library
The Libraries offer a range of services to support your research needs throughout the research process.

Disseminate the Results

Research Idea

Gather Information

Conduct a Study

Design a Study

Analyze Data

Greenblatt Library
www.gru.edu/greenblatt
libref@gru.edu | (706) 721-3441

Reese Library
www.gru.edu/reese
reference@gru.edu | (706) 737-1744
EMBEDDED/LIAISON LIBRARIANS
- Reference assistance is available to you at point of need through the University Libraries Embedded and Liaison Library Program. Embedded and liaison librarians are GRU faculty members designated as the primary advocate between the University Libraries and an academic unit.
- Embedded and liaison librarians perform a variety of duties:
  - Assistance with systematic reviews
  - Literature searching
  - Collaboration on grant funding
  - Service on college/departmental committees, including accreditation reviews
  - Teaching, online and face-to-face
- To find your embedded librarian on the Health Sciences Campus (Greenblatt Library), visit http://guides.gru.edu/embedded
- To find your liaison librarian on the Summerville Campus (Reese Library) visit http://guides.gru.edu/liaison

COPYRIGHT AND FAIR USE CONSULTATION
- Do you know about Copyright Transfer Agreements or the Fair Use guidelines for using materials in Desire2Learn? Find more at http://guides.gru.edu/copyright

OPEN ACCESS/ SCHOLARLY COMMONS
- There are alternative publishing avenues to explore when publishing your research. Learn more about open access at http://guides.gru.edu/openaccess
- Use our university’s institutional repository to increase the accessibility and discoverability of your scholarly works. Visit Scholarly Commons at http://gru.openrepository.com/gru/

DATA MANAGEMENT CONSULTATION
- Does your grant application require a data management plan? We can assist you in following funding body guidelines and completing a plan. Contact Kim Mears, Scholarly Communications Librarian, for a consultation at kmears@gru.edu or (706) 721-8789.

PURE RESEARCH PROFILES
- Pure Research Profiles is a tool used to showcase publications and grant data of scholars within GRU and the larger SciVal network. Use this resource to find collaborators for your next project. http://gru.pure.elsevier.com/

MEASURING RESEARCH IMPACT
- Do you want to know the impact factor of journals in which you publish or how to measure the impact of your research on social media? Contact Kim Mears, Scholarly Communications Librarian, for a consultation at kmears@gru.edu or (706) 721-8789.

RESEARCHER IDENTIFIERS (ORCID)
- Researcher identifiers provide a persistent digital identification that distinguishes you from every other researcher. ORCID is free researcher identifier. Learn more at http://guides.gru.edu/ORCID

NIH ASSISTANCE
- Are you a researcher with publications resulting from NIH funding? If so, you are required to submit your final peer-reviewed manuscripts to PubMed Central no later than 12 months after being accepted for publication. Find more information at http://guides.gru.edu/nih
- Do you need assistance creating a biosketch for a NIH grant? Learn more at http://guides.gru.edu/NIHbiosketch

OTHER RESOURCES
- Interlibrary Loan: Use this service to borrow materials not owned by the GRU Libraries
  - Health Sciences: https://georgiahealth.illiad.oclc.org/illiad/Logon.html
  - Summerville: https://aug.illiad.oclc.org/illiad/logon.html
- Historical Collections and Archives (Health Sciences): http://www.gru.edu/library/greenblatt/archives/index.php
- Special Collections (Summerville): http://guides.gru.edu/specialcollections
Regardless of your discipline or place of work, it is critical to your reputation and career that research and scholarly organizations and funders, publishers, scholarly societies and associations, and your fellow researchers and academicians be able to quickly and unambiguously identify and attribute your work – and only your work – to you. ORCID helps you easily and reliably link your unique identity with your contributions such as datasets, articles, books, media stories, samples, experiments, patents, and notebooks. ORCID recognizes that you own your record of contributions. You can maintain all of your key information in one place, and you control your own privacy settings, including what information is displayed publicly, what is shared only with trusted partners, and who those trusted partners are.

ORCID is founded on interoperability with multiple systems and institutions. ORCID allows you to link with other identifier systems, including those maintained by funders and publishers, and exchange data freely with those research information systems. Registration is free and fast for all researchers and scholars.

ORCID is about disambiguating your research from others’ with the same or similar names. Without disambiguation, we will continue to manually weed our bibliographies. We have better things to do with our time.

Marc Greenberg, Professor of Slavic Languages & Literatures, University of Kansas, U.S.

To keep track of a researcher and his or her works throughout their career, it makes sense to have a unique identifier. I believe that ORCID is here to stay.

Antonio Neves
Professor, Universidade Federal do ABC (UFABC), Brazil

How can I ensure I receive credit and recognition for all of my contributions? Shouldn’t there be a way to reduce time spent on administrative and reporting requirements? How can I maintain control over my own record of contributions?

Regardess of your discipline or place of work, it is critical to your reputation and career that research and scholarly organizations and funders, publishers, scholarly societies and associations, and your fellow researchers and academicians be able to quickly and unambiguously identify and attribute your work – and only your work – to you. ORCID helps you easily and reliably link your unique identity with your contributions such as datasets, articles, books, media stories, samples, experiments, patents, and notebooks.

ORCID recognizes that you own your record of contributions. You can maintain all of your key information in one place, and you control your own privacy settings, including what information is displayed publicly, what is shared only with trusted partners, and who those trusted partners are.

ORCID is founded on interoperability with multiple systems and institutions. ORCID allows you to link with other identifier systems, including those maintained by funders and publishers, and exchange data freely with those research information systems. Registration is free and fast for all researchers and scholars.

Visit orcid.org to learn more.
Join ORCID today and become part of the solution.
Environmental Health and Safety Division Overview

Kenneth Erondu, MS
September 15, 2015

The Environmental Health and Safety Division assists university and hospital partners in maintaining a safe workplace, protecting the environment, and ensuring compliance with state and federal regulation.

http://www.gru.edu/services/ehs/

Biological Safety

Contact:
Danielle Daniely Ph.D., RBP
Biological Safety Officer

Biosafety Office Services (list not exhaustive):
- Safety Training (Standard/Custom)
- Biological/Biomedical Waste Coordination
- Standard Operating Procedure Development
- Laboratory Assistance Visits
- On-Call Emergency Spill Response
- Biological Substance Shipping/Transport Guidance
- Institutional Biosafety Committee Administrative Office

Biological Safety

The Biological Safety Program Requirements:
- Registration of biological materials used in research (clinical or basic) and teaching labs on a Biosafety Protocol (BSP) Application
- Completion of Initial Biosafety and Bloodborne Pathogen Training (once), Refresher Biosafety and Bloodborne Pathogen Training (annually) and Shipping Biological Substances Training (if required)
- Annual Laboratory Inspection
- Clearance from Employee Health and Wellness to work with human materials, if required.
Chemical Safety Office

BOR Required Safety Training and ICC Application Process...
- BOR Required Training
- Registration with the ICC
- Initial Safety Training
- PPE Policy

Chemical Safety Office

Programs – Institution wide
- ICC Administration & Compliance
- Hazard Communications RTK
- Laboratory Safety
- Chemical Inventory and Waste Management
- Oversight and Compliance Monitoring

Fire Safety Office

- The Fire Safety procedure at GRU is called Code Red.
- Remove persons from the immediate danger of the fire. Close doors to the area affected.
- Activate the nearest fire alarm pull station and call Public Safety at 706-721-2911.
- Calmly notify others in your area and evacuate the building.
Fire Safety Office

- Fire Extinguishers are provided in buildings for use in the event of a fire. The type used by GRU is the multi-purpose ABC.
- The acronym PASS should be used for Fire Extinguisher usage: Pull, Aim, Squeeze, Sweep.
- Directions for use are located on the front of every campus Fire Extinguisher.

Industrial Hygiene and Safety Office

- Universal waste
- Annual chemical fume hood assessment
- Eye wash & safety showers
- Respirators
- Indoor Environmental Quality Complaints
- Laser Safety Program

Industrial Hygiene and Safety Office

- Items You Do Not Throw Away
  - Fluorescent Lamps
  - Microscope Lamps
  - Mercury Thermometers
  - Heavy Metal Batteries (Ni-cad, Nickel metal hydride, Lead, Lithium, etc.)

- Alkaline batteries can go in the trash!

Radiation Safety Office

- GRU holds a Radioactive Materials License from the State of Georgia
- Radiation Safety Office services
  - Approval of Principal Authorized Users
  - Approval of research protocols using radioactive material or radiation-producing devices
  - Radiation dosimetry (where needed)
  - Radioactive waste management
  - Monthly laboratory surveys
  - Radioactive spill response
Radiation Safety Office

- Radioactive Material Security
  - Locked in storage, or
  - In a locked laboratory, or
  - In use and under the observation of an authorized user.

- Radioactive Waste
  - Generated in research labs, stored in CS building pending disposal
  - Transfer all liquid waste to Radiation Safety Office.
  - Disposal via laboratory sink drains is prohibited.

Questions?
Environmental Health and Safety
Mission Statement

The Environmental Health and Safety Division (EHS) provides environmental safety services to staff, patients, students, and visitors.

The seven sections of EHS, Biological Safety, Chemical Safety, Fire Safety, Industrial Hygiene and Safety, Radiation Safety, Summerville EHS Coordinator, and Administration, help to ensure full compliance with all local, state, and federal laws.

We strive to continually improve the level and quality of services provided through creativity, teamwork, and innovation.
Radiation Safety Office (706-721-9826/9832)
The Radiation Safety Office works with researchers and clinicians to ensure the safe and compliant use of radioactive material and radiation devices. The Radiation Safety Office provides the following services:
- laboratory and clinic surveys
- instrument calibration
- radioactive waste disposal
- radioactive spill management and support
- personnel dosimetry
- radiation safety training
- radioactive source inventory
- bioassays
- radiopharmaceutical therapy support
- review of applications for radioactive material use
- laboratory approval and clearance
- shielding analysis
- x-ray machine surveys
- consultative services

Industrial Hygiene and Safety Office (706-721-2578/2663)
The purpose of the Industrial Hygiene and Safety Program is to provide professional and technical expertise to the Georgia Regents University in the areas of industrial hygiene, toxicology, risk assessment, and environmental compliance. The program is designed to anticipate, recognize, evaluate, and control hazards arising in the workplace that may affect the health of faculty, staff, students, and employees. The Industrial Hygiene and Safety Office provides the following services:
- indoor environmental monitoring, sampling, and analysis
- coordinates the collection and disposal of universal and special category wastes
- personal protective equipment review and assistance
- safety shower and eyewash unit inspection
- laboratory chemical fume hood inspection/certification
- responding to concerns or complaints dealing with indoor environmental quality conditions
- laser safety program
- worker education dealing with protecting themselves, others, and the environment from health and environmental stressors

Chemical Safety Office (706-721-2591/2663)
The Chemical Safety Program manages chemicals and hazardous wastes in accordance with state and federal regulations. Also, safety color codes for marking physical hazards, specifications for accident prevention, signs and tags, personal protective equipment, and process safety management of highly hazardous chemicals are required under state and federal regulations. Chemical storage areas, laboratories, and containers are marked in a manner that will alert employees when they are entering an area where hazardous materials are used or stored. The Chemical Safety Office provides the following services:
- chemical spill response and clean up
- collect and maintain chemical inventory of all laboratories and chemical storage facilities; chemical area placarding
- laboratory safety auditing
- update and maintain GRU Chemical Safety Guide that describes laboratory safety procedures and practices
- consultation to research and clinical staff
- maintenance of computerized chemical listing containing DOT and waste hazard classifications and other chemical hazard information
- hazardous waste tracking
- hazardous waste disposal record maintenance
- chemical exchange, waste collection, and disposal

Right-to-Know Office (706-721-2591/2663)
The Right-to-Know (RTK) Office informs employees of the possible hazards associated with chemicals with which they work. It acts as a resource to provide information about chemicals or commercial products employees handle or to which they are exposed. It also provides information and support for personal protection. The RTK Office provides the following services:
- coordinate chemical safety management for GRU faculty/staff/student orientation
- and training on all hazardous materials
- consumer product safety information
- area evaluation / risk assessment
- Material Safety Data Sheets and labeling system
- preliminary resolution on employees’ chemical safety problems
To complete the RTK training modules, go to: http://www.gru.edu/services/ehs/chemsafe/rtktraining.php

Biological Safety Office (706-721-2918/2663)
The goal of the Biological Safety Program is to promote health and safety practices governing all personnel working with biological materials in basic and clinical research and/or teaching activities. These materials include recombinant DNA, viruses, bacteria, human tissues, fluids or cells, animals and toxins of biological origin. The Biological Safety Office monitors compliance with Federal, State and Local Regulations and Guidelines, regarding the possession, use, transport, shipping and disposal of biological materials. The Biological Safety Office provides the following services:
- training and education
- consultation on laboratory design
- laboratory placarding/hazard communication
- development/review of procedures and policies
- review and approval of research grants, studies or protocols
- biological substances shipping training
- arrange for proper disposal of biological/biomedical wastes
- biological spill response and clean up
- laboratory assistance visits (safety audits)
- institutional Biosafety Committee administrative office

Fire Safety Office (706-721-8334/3024)
The Fire Safety Program is responsible for coordinating and reporting on all campus activities associated with fire and life safety. Established in 1973, the section specializes in fire safety, accident / injury report systems, fire safety education, and provides expertise in the areas of NFPA codes. The program includes:
- fire code compliance
- fire and accident prevention
- building inspections and hazard surveillance
- faculty/staff/student fire safety training
- accident / injury review, trending and statistical reporting
- fire drill management
- fire alarm, sprinkler, and automatic extinguishment system management
- fire equipment, extinguishers, and hoses
- construction / renovation plan review
- Interim Life Safety Measures systems
- outside agency liaison in areas of fire safety

Summerville EHS Coordinator (706-731-7934)
Provides EHS support at the Summerville Campus, and liaison between EHS subject matter experts and Summerville customers.
GRU Research Infrastructure and System Developments

Michael P. Diamond, MD
Senior Vice President for Research
William H. Brooks, MD, Distinguished Chair
Professor and Chair, Department of Obstetrics and Gynecology
Associate Dean for Research, Medical College of Georgia

Introduction - Research

January 2013
• GRU formed by the amalgamation of Augusta State University and Georgia Health Sciences University (formerly known as the Medical College of Georgia)

February 2013
• Dr. Michael P. Diamond hired as Vice President for Clinical and Translational Sciences
• Development of Clinical and Translational Sciences Initiated

November 2013
• Division of Clinical and Translational Sciences Formed
• Restructuring of Offices in Division

September 2014
• Dr. Michael P. Diamond asked to accept role as Interim Senior Vice President for Research

February 2015
• Dr. Michael P. Diamond formally appointed to role as Senior Vice President for Research
• Reorganization of the Division of Clinical and Translational Sciences within the organizational structure of the Senior Vice President for Research

The emphasis and plan to expand Clinical and Translational Sciences has now been broadened to encompass all areas of research and offices at GRU.
Introduction - Research

Significant focus since 2013 on the following:

- Research Study Initiation Process Documented and flow-chart developed
- Processes for tracking timelines and establishing performance metrics implemented
- Implementation of IT systems to streamline processes and improve efficiencies.
- Improve education and training programs.

INITIATING RESEARCH AT GRU
Compliance Committee Approvals (as appropriate) are required prior to initiating any Research Activities:

- Institutional Review Board (IRB)
  - IRB A – Health Sciences
  - IRB B – Social, Behavioral, and Education
  - IRB C - Cancer
- Institutional Biosafety Committee
- Institutional Radiation Safety Committee
- Institutional Chemical Safety Committee
- Institutional Animal Care and Use Committee
- Conflict of Interest Committee

Each office provides specific training and procedures guidance. Procedure information and contact can be found at www.GRU.EDU.

Hospital Approval is required for any research involving hospital resources, facilities, patients, charts, or data for research purposes.

- Research Development Services is the contact for initiating any activities with GRHealth Inc.
- You can email them directly at CTSRDS@GRU.EDU

Each department/division provides individual training that outlines detailed instructions that ensure efficiency and compliance with the research navigation and engagement process at GRU. Go to www.gru.edu for more specific instructions and information.
**HUMAN SUBJECT DETERMINATION FOR RESEARCH**

Projects involving data from patient medical records, dental records, and/or identifiable patient databases.

- Quality Assurance, Quality Improvement, and Performance Improvement Project Identified
- Consideration for Using Data in Publications
  - Yes
  - No
  - Requested Approval from *Appropriate Designee
  - Appropriate Designee Approval Attained

**Investigator Uncertain If Project is Human Subject Research**

- Investigator submits to IRB for Human Subject determination
- IRB conducts Human Subject Research Determination
  - No
  - Yes

**Human Subject Research**

- IRB Approval/needed
- Research Protocol Submitted to IRB
- IRB Approval Attained
  - Data Placed on Secure Storage Location
  - Investigator Initiates Research/Project

---

**INITIATING HUMAN RESEARCH**

Upon receipt of first notification of interest for a research study, enter

1. Is a Confidential Disclosure Agreement (CDA) Required?
   - No
   - Yes
   - Contact – CTSCTO@gru.edu

2. Is an Information/ Site Questionnaire Requested by Sponsor?
   - No
   - Yes
   - Contact – Clinical Trials Office at CTSCTO@gru.edu

3. Is an IND/IDE application required?
   - No
   - Yes
   - Office of Research Development may assist as applicable

4. Is this a Cancer Study?
   - Yes
   - No

5. Complete PRNAC Application in Oncore
   - Commence Concurrent Research Processes
   - Enter Protocol CALENDAR, BUDGET, and develop electronic Case Report Forms as applicable
RESEARCH INFRASTRUCTURE DEVELOPMENTS
Institutional – Wide Research Technology Resources

1. ONCORE- CLINICAL TRIAL DATA MANAGEMENT SYSTEM, REGISTRY & BIOREPOSITORY SYSTEMS

- Includes a detailed visit by visit listing of study conduct, calendering, Adverse Events, Serious Adverse Events, copy of signed consents, data results storage, and billing grid
- **Charge Master Established and Entered!**
- **Available as of September 2014**
- Integration with Electronic Health Record status planned for 2015

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### OnCore Metrics

<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
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<tbody>
<tr>
<td>Training Sessions completed</td>
<td>6</td>
<td>12</td>
<td>20</td>
</tr>
<tr>
<td>Number of people trained</td>
<td>77</td>
<td>100</td>
<td>126</td>
</tr>
<tr>
<td>Number of Full protocols entered</td>
<td>15</td>
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</tr>
<tr>
<td>Number of ePRMS protocols entered</td>
<td>5</td>
<td>34</td>
<td>39</td>
</tr>
</tbody>
</table>

- **Registry**
  - Pilot Registry Identified with implementation in FY 2016

- **Biospecimen System**
  - Implementation start planned for FY 2016
2. Core Service Modules – iLab Solutions

• Go-Live planned for Early Fall 2015.
• Project will include financial integration and single sign on
• Tracking services provided, for whom, how funded, and how many
• Identification of needs for services, services available, and how they are accessed
• Provides critical information for prioritization of institutional Core services support
• Additional Cores to be added in FY 2016.
• Go-Live / Launch will include the following cores:

<table>
<thead>
<tr>
<th>Core</th>
<th>Core Manager</th>
<th>Faculty Sponsor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus Flow Cytometry Core</td>
<td>Juanita Phul</td>
<td>Leszek Logowski</td>
</tr>
<tr>
<td>Multispecies and Survey Center</td>
<td>Patricia Ral</td>
<td>Vangnew George</td>
</tr>
<tr>
<td>Cellular Biology and Anatomy Imaging</td>
<td>Tim Kurz</td>
<td>Sylvia Smith</td>
</tr>
<tr>
<td>Electron Microscopy/Histology Core</td>
<td>Penny Roon</td>
<td>Sylvia Smith</td>
</tr>
</tbody>
</table>

• Additional cores will go live soon after the launch:

3. PURE (Newly Upgraded and renamed from SciVal)

• Lists grants and publications from federal databases with predefined periodic updates.
• Optional abilities to upload additional grants, publications, seminars, etc.
• Publications can be found by College, Department, Center, Institute, Faculty Member, etc.
• Identifies individual’s expertise to serve as consultants, mentors, etc.
Institutional – Wide Research Technology Resources

4. Greenphire ClinCard
   - Implementation - Payment Process for Research Participant Compensation
   - Clincard debit card system implemented and available for subject compensation
   - Provides real-time payment and reminders of upcoming appointments!
   - Fees: card, per load; Cared can be used for multiple studies
   - Electronic tracking of W9 forms, compensation/visit, total compensation, etc.
   - Live October 2014
   - Other uses include: advance payment for travel expenses (employees), athletes, etc.!

Institutional – Wide Research Technology Resources

5. IRBNET (Electronic IRB System)
   - Integrated with External IRB – WIRB
   - Ease of collaboration with external users
   - Simplified technology platform
     - Smartforms designed to collect institutional data or provide “prompts” to researchers regarding required forms
   - Integrated with CITI training – provides real time updates of expirations!
   - Go-Live, May 22, 2014!
   - Direct feed to Research Study Website.
Institutional – Wide Research Technology Resources

6. GRU Research Study Website
   • Clinical Studies that are accessible to care providers and lay public
   • Clinical Trial Website went live in April 2015
   • Phase II to include:
     □ Studies using external IRB
     □ Improved search functions

www.gru.edu/research/studies

LOCATIONS FOR RESEARCH
Locations for Research

CLINICAL TRIALS OFFICE

- Consolidation and merger of several research offices and individual research staff to create the Clinical Trials Office in March 2014
- Provides oversight and management of clinical studies including:
  - Research Study Initiation Processes
  - Compliance Approval Preparation
  - Conduct of Clinical Trials
- Consortium of Research Coordinators, Associates, Assistants, which has had significant growth since reorganization

<table>
<thead>
<tr>
<th>Clinical Trials Office</th>
<th>Apr-14</th>
<th>Nov-14</th>
<th>May-15</th>
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<td>9</td>
<td></td>
</tr>
<tr>
<td>FTE in Development</td>
<td>3</td>
<td></td>
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<td>Active Studies</td>
<td>89</td>
<td>95</td>
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<tr>
<td>Pipeline Studies</td>
<td>47</td>
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</tr>
</tbody>
</table>

Locations for Research

Children’s Research Unit (CRU) Opened!

- Official Opening December 2, 2014
- A pediatric friendly environment that can accommodate both pediatric and adult research studies
- Available for use Monday-Friday from 7:30 AM to 4:00 PM
- Start Up funds provided by MCG.
- Two patient research rooms, wet lab, and admin. area
RESEARCH EDUCATION AND TRAINING

Research Education and Training

New Research Team Member Orientation
- This course will introduce new GRU faculty, staff, and students to key Research Administration departments and divisions, including research policies and procedures.
- Available – Monthly in-person training is available

CITI – Collaborative Institutional Training Initiative
- The Collaborative Institutional Training Initiative (CITI) is a web based training program in human research subjects protections.
- Available – online training

Compliance Lunch and Learn Series
- This series provides various topics that ensure that new and experienced investigators and research team members involved in human subjects research maintain compliance during research study conduct.
- Available – weekly during lunch time
Research Education and Training

Human Research Academy (HRA)
HRA 101
- Comprehensive basic overview of the basic steps necessary for submission and approval process when engaged in human subject research. It also captures the processes, resources and relative to GRU policies and procedures.
- Available - Twice yearly for 5 consecutive mornings

HRA 200 Series
- Specific focused course series that provides a step by step presentation that provides them with instruction guides, etc. that are relative to GRU policies and procedures.
- Available - Offered in 1 hour periods throughout the year.

HRA 300 Series
- Advanced Specific course series: interactive course that provides case scenarios and hands-on sessions that will assist with collaborations, and other advanced methods involved in conducting Investigator initiated and sponsored research.
- Available - Offered in 1 hour periods throughout the year.

Electronic Submission Systems
- These trainings provides an overview of the electronic submission systems, navigation tips, and submission instructions.
  - eSPROUTE
  - IRBNet
  - OnCore

Additional Information can be found at
www.gru.edu/research/cts
>Research Education & Training
OTHER RESEARCH OPPORTUNITIES

Interdisciplinary Research Collaborations

• Convene groups with overlapping interests throughout GRU
  - Women’s Health Inter-Disciplinary Research Established
  - Music Therapy Inter-Disciplinary Research Established
  - Autism Inter-Disciplinary Research and Services Group In Progress
  - Others formed as interest emerges
Institutional Funding Opportunities

- Pilot Funding Programs
  - Opportunities for pilot funding of preliminary studies which will be the basis for future grant submissions
  - There have been approximately $584,000 in pilot funds awarded to investigators, in the following amounts:
    - $300k from Bridge Support with additional requests for Bridge support totaling $350k
    - $250k for UGA/GRU Seed Grant awards
    - $100k from ESA grants
    - $45k for Clinical and Translational Sciences Cardiovascular
    - $200k in PSRP awards announced

Questions?

Michael P. Diamond, MD
Senior Vice President for Research
William H. Brooks, MD, Distinguished Chair Professor and Chair, Department of Obstetrics and Gynecology
Associate Dean for Research, Medical College of Georgia
michael.diamond@gru.edu
706-721-9771
MENTORING: Your Career Differentiator

By Caryl A. Hess PhD & Nita J. Maihle, PhD

Objectives

1. Examine the Research Data
2. Share Success Stories
What Is Mentoring?

Mentoring is typically a relationship in which a senior person supports the personal and professional development of a junior colleague.

(Hernez-Broome & Hughes, 2004).

What Is Peer Mentoring?

The purpose of peer mentoring is to support colleagues in their professional development and growth, to facilitate mutual learning and to build a sense of community.
Faculty Mentorship

Mentorship is positively associated with:

- **Promotion** Beasley BW, Simon SD, Wright SM. A time to be promoted. The Prospective Study of Promotion in Academia (Prospective Study of Promotion in Academia). J Gen Intern Med. 2006;21(2):123–9.


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Job Satisfaction Among Academic Faculty

[Diagram showing predictors of job satisfaction among academic faculty]

Faculty Mentoring

Program results:

• 75% documented improved mentee productivity
• 67% higher job retention of mentees
• 63% reduced absenteeism of mentees
• 91% reported being better prepared for promotion and tenure
• 90% acquired new knowledge from the relationship

A Formal Mentorship Program for Faculty Development

Mentoring & Gender

Women with Mentors

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>83%</td>
<td>17%</td>
</tr>
</tbody>
</table>

Men with Mentors

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>76%</td>
<td>24%</td>
</tr>
</tbody>
</table>

Why Men Still Get More Promotions Than Women
Finding a Mentor

A Formal Mentorship Program for Faculty Development

Mentoring & Career Benefits

* One or more promotions in 2 years.

Why Men Still Get More Promotions Than Women
Successful Mentoring Stories

Mentoring: Your Career Differentiator

“People seldom improve when they have no other model but themselves to copy.”
-Oliver Goldsmith
OFFICE OF LEADERSHIP DEVELOPMENT
NEW RESOURCES AND PROGRAMS FOR EVERYONE

The Office of Leadership Development is an enterprise-wide initiative. The research-based model for all of our programs is authentic leadership.

NEW RESOURCES: Available on our website http://www.gru.edu/leadershipacademy/index.php

NEW PROGRAMS:

Two new cohort programs (built on the experiences of ELE and The Science and Practice of Leading Yourself) were created to serve the leadership development needs of directors, chairs, faculty, administrators, physicians, nurses, and program directors at GRU and GRHealth.

1. **Pipeline I** focuses on leading yourself – How can I be a leader in my unit or department?
2. **Pipeline II** focuses on leading others – How can I act like a leader in my unit or department and on work teams?

“On the Road” programs can be brought to your team at no charge. These 1.5 to 2 hour courses can be presented at Department/Unit meetings, Grand Rounds, Retreats and/or Professional Development events.

1. Your Emotional Intelligence in the Workplace
2. The Gift of Multipliers
3. Coaching as a Leadership Strategy
4. Giving and Receiving Feedback by Jan Mitchell
5. Crucial Conversation Skills
6. Business Acumen for Leaders
   - Project Management (Intermediate) by Kay Roman
   - Leading and Managing Change by Pam Witter

NEW SERVICE:

Executive coaching (provided by certified external coaches) based on the administration of The Hay Group assessment, Emotional and Social Competence Inventory (ESCI).
Tissues and Services

* Tumors from all sites as well as any specimens that can be used as controls are collected and banked following appropriate patient consent.

* Other types of specimens may be procured as needed by specific studies following approval of the tissue biorepository committee. Most tumor specimens and adjacent normal tissues are flash frozen in liquid nitrogen.

* Blood samples are routinely separated into plasma and buffy coat components prior to freezing.

* Tissues are maintained at -150 °C to -190 °C liquid nitrogen vapor phase, blood derivatives and biofluids are maintained at -80 °C.

* A specialized bone marrow repository has been established for hematopoietic malignancies and disorders. The collection consists of viable, frozen mononuclear cells enriched using density centrifugation.

* The database of samples is managed using Tissue-Metrix biorepository management system for tracking procurement and distribution of samples with annotated clinical information.

Our Mission

GRU Biorepository was established to provide a centralized service for biospecimen procurement distribution and to support basic and translational research.

Contact Us

Tumor Bank Director
Roni Bollag, MD, PhD
Murphey Pathology Building, BF 236
Office: (706) 721-7502
Laboratory: (706) 721-4689
Email: rbollag@gru.edu

Visit us on the web:
www.gru.edu/cancer/research/shared/tumor/
Archived Specimens

The GRU Biorepository

- GRU Cancer Center Biorepository, was established with support from the Georgia Cancer Coalition (GCC).
- The repository collection includes a variety of specimen types, such as tumor tissue, cells, blood and other bio-fluids as well as normal specimens used as controls.
- The Biorepository also acts as a state-wide biorepository with samples being collected from 14 participating sites in the state of Georgia (the Biorepository Alliance of Georgia for Oncology or BRAG-Onc).
- The quality of all specimens are reviewed by a trained pathologist, and the information is captured in the biorepository’s database.
- The biorepository provides human specimens and laboratory services for basic and translational research to further the understanding of the cellular and molecular pathogenesis of human cancers.

A Collaborative Effort

The collection of specimens, coordinated by the biorepository, requires the collaboration of many individuals, surgical oncologists, surgery staff and pathologists. Most important in this process are the patients who donate specimens for future research. It is an opportunity for patients to contribute to science that may lead to better and earlier cancer detection and treatments. Donations also make use of tissue or other material that is unneeded for diagnosis and that would otherwise be discarded.
<table>
<thead>
<tr>
<th>Collection Site</th>
<th>Consented (# of Donors)</th>
<th>Plasma Collected (# of Donors)</th>
<th>Serum Collected (# of Donors)</th>
<th>Buffy Coat Collected (# of Donors)</th>
<th>MNC Collected (# of Donors)</th>
<th>Tumor Tissue Collected (# of Donors)</th>
<th>Normal Tissue Collected (# of Donors)</th>
<th>Adipose Tissue Collected (# of Donors)</th>
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</thead>
<tbody>
<tr>
<td>ALL (Acute Lymphocytic Leukemia)</td>
<td>28</td>
<td>16</td>
<td>1</td>
<td>1</td>
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<td>AML (Acute Myelogenous Leukemia)</td>
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<td>2</td>
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<td>ANAL (Anal)</td>
<td>13</td>
<td>8</td>
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<td>6</td>
<td>1</td>
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<tr>
<td>BLAD (Bladder)</td>
<td>317</td>
<td>213</td>
<td>242</td>
<td>217</td>
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<td>BONE (Sarcomas of Bone)</td>
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<td>2</td>
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<td>CLL (Chronic Lymphocytic Leukemia)</td>
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<td>66</td>
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<td>1</td>
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<td>64</td>
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<td>CNS (Central Nervous System: Brain and Peripheral NS)</td>
<td>343</td>
<td>209</td>
<td>215</td>
<td>205</td>
<td>0</td>
<td>217</td>
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<td>COLN (Colorectal)</td>
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<td>272</td>
<td>181</td>
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<td>CTCL (Cutaneous T-Cell Lymphoma)</td>
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<td>1</td>
<td>3</td>
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<td>6</td>
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<td>419</td>
<td>439</td>
<td>419</td>
<td>0</td>
<td>305</td>
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<td>ESPH (Esophageal)</td>
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<td>0</td>
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<td>9</td>
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<td>GALL (Gallbladder)</td>
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<td>GAST (Gastric)</td>
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<td>51</td>
<td>0</td>
<td>39</td>
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<td>GYO (Gynecologic: omentum, other)</td>
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<td>92</td>
<td>107</td>
<td>91</td>
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<td>178</td>
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<td>Serum Collected (# of Donors)</td>
<td>Buffy Coat Collected (# of Donors)</td>
<td>MNC Collected (# of Donors)</td>
<td>Tumor Tissue Collected (# of Donors)</td>
<td>Normal Tissue Collected (# of Donors)</td>
<td>Adipose Tissue Collected (# of Donors)</td>
</tr>
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<td>-----------------------------------------------------</td>
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<td>-----------------------------------</td>
<td>-----------------------------</td>
<td>--------------------------------------</td>
<td>----------------------------------------</td>
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<tr>
<td>HEME (Hematopoietic disorders, MGUS, MDS, other)</td>
<td>290</td>
<td>205</td>
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<td>4</td>
<td>287</td>
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<tr>
<td>HEPT (Hepatic, Biliary Tree)</td>
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<td>97</td>
<td>122</td>
<td>94</td>
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<td>123</td>
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<tr>
<td>HNO (Head and Neck: Other and unknown)</td>
<td>593</td>
<td>287</td>
<td>283</td>
<td>283</td>
<td>0</td>
<td>129</td>
<td>23</td>
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<tr>
<td>INC (Incomplete, open)</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>INTS (Small Intestine)</td>
<td>31</td>
<td>7</td>
<td>7</td>
<td>7</td>
<td>0</td>
<td>17</td>
<td>20</td>
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<tr>
<td>LEUK (Leukemias)</td>
<td>51</td>
<td>38</td>
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<td>0</td>
<td>47</td>
<td>0</td>
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<tr>
<td>LNO (Lymph Node, node biopsies)</td>
<td>147</td>
<td>47</td>
<td>59</td>
<td>45</td>
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<td>102</td>
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<tr>
<td>LRNX (Head and Neck: Larynx and Hypopharynx)</td>
<td>96</td>
<td>71</td>
<td>66</td>
<td>68</td>
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<tr>
<td>LUNG (Lung)</td>
<td>352</td>
<td>218</td>
<td>255</td>
<td>214</td>
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<td>184</td>
<td>113</td>
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<tr>
<td>LYMPH (Lymphomas: Hodgkin, Non-Hodgkin)</td>
<td>263</td>
<td>156</td>
<td>20</td>
<td>16</td>
<td>220</td>
<td>34</td>
<td>0</td>
<td>0</td>
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<tr>
<td>MCL (Mantle Cell Lymphoma)</td>
<td>8</td>
<td>7</td>
<td>0</td>
<td>0</td>
<td>8</td>
<td>0</td>
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<tr>
<td>MELA (Melanoma)</td>
<td>56</td>
<td>40</td>
<td>52</td>
<td>42</td>
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<td>MESO (Mesothelioma)</td>
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<td>0</td>
<td>0</td>
<td>0</td>
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</tr>
<tr>
<td>MM (Multiple Myeloma)</td>
<td>311</td>
<td>222</td>
<td>2</td>
<td>5</td>
<td>310</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td>NASL (Head and Neck: Nasal Cavity, Sinuses, Nasopharynx, Oral Cavity, Oropharynx)</td>
<td>152</td>
<td>76</td>
<td>76</td>
<td>75</td>
<td>0</td>
<td>40</td>
<td>15</td>
<td>0</td>
</tr>
<tr>
<td>OPTH (Ophthalmic Sites)</td>
<td>3</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>OTH (Other (Spleen))</td>
<td>76</td>
<td>28</td>
<td>31</td>
<td>24</td>
<td>5</td>
<td>27</td>
<td>21</td>
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<tr>
<td>Collection Site</td>
<td>Consented (# of Donors)</td>
<td>Plasma Collected (# of Donors)</td>
<td>Serum Collected (# of Donors)</td>
<td>Buffy Coat Collected (# of Donors)</td>
<td>MNC Collected (# of Donors)</td>
<td>Tumor Tissue Collected (# of Donors)</td>
<td>Normal Tissue Collected (# of Donors)</td>
<td>Adipose Tissue Collected (# of Donors)</td>
</tr>
<tr>
<td>------------------------------------------------------</td>
<td>-------------------------</td>
<td>--------------------------------</td>
<td>-------------------------------</td>
<td>-----------------------------------</td>
<td>-----------------------------</td>
<td>---------------------------------------</td>
<td>---------------------------------------</td>
<td>----------------------------------------</td>
</tr>
<tr>
<td>OVAR (Ovarian, Fallopian, or Peritoneal)</td>
<td>203</td>
<td>30</td>
<td>31</td>
<td>27</td>
<td>0</td>
<td>144</td>
<td>48</td>
<td>0</td>
</tr>
<tr>
<td>PANC (Pancreatic)</td>
<td>146</td>
<td>92</td>
<td>99</td>
<td>91</td>
<td>0</td>
<td>65</td>
<td>26</td>
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</tr>
<tr>
<td>PEDT (Pediatric Tumors)</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>PROS (Prostate)</td>
<td>420</td>
<td>287</td>
<td>340</td>
<td>274</td>
<td>0</td>
<td>241</td>
<td>11</td>
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<tr>
<td>RENL (Renal and Ureter)</td>
<td>472</td>
<td>328</td>
<td>364</td>
<td>328</td>
<td>0</td>
<td>300</td>
<td>192</td>
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<tr>
<td>SALV (Head and Neck - Salivary Glands, Paragangiomas)</td>
<td>128</td>
<td>53</td>
<td>56</td>
<td>56</td>
<td>0</td>
<td>44</td>
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<tr>
<td>SARC (Soft Tissue Sarcoma)</td>
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<td>21</td>
<td>24</td>
<td>20</td>
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<td>33</td>
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</tr>
<tr>
<td>SKIN (Skin - Non Melanomas)</td>
<td>160</td>
<td>70</td>
<td>84</td>
<td>70</td>
<td>0</td>
<td>67</td>
<td>37</td>
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<td>TBD (To be determined)</td>
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<td>25</td>
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<tr>
<td>TEST (Testicular)</td>
<td>25</td>
<td>15</td>
<td>19</td>
<td>15</td>
<td>0</td>
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<td>6</td>
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<tr>
<td>THOR (Thoracic, other)</td>
<td>45</td>
<td>33</td>
<td>37</td>
<td>33</td>
<td>0</td>
<td>10</td>
<td>1</td>
<td>0</td>
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<tr>
<td>THYM (Thymus)</td>
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<td>10</td>
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<tr>
<td>UNK (Unknown, unknown origin)</td>
<td>129</td>
<td>62</td>
<td>62</td>
<td>55</td>
<td>14</td>
<td>10</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>URTH (Urethral, Penile)</td>
<td>17</td>
<td>13</td>
<td>14</td>
<td>13</td>
<td>0</td>
<td>5</td>
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</tr>
<tr>
<td>UTER (Uterine)</td>
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<td>61</td>
<td>71</td>
<td>61</td>
<td>0</td>
<td>152</td>
<td>58</td>
<td>0</td>
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<tr>
<td>VUL (Vulva, Vagina)</td>
<td>26</td>
<td>9</td>
<td>11</td>
<td>10</td>
<td>0</td>
<td>16</td>
<td>2</td>
<td>0</td>
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<tr>
<td><strong>All</strong></td>
<td><strong>8039</strong></td>
<td><strong>4604</strong></td>
<td><strong>4295</strong></td>
<td><strong>3706</strong></td>
<td><strong>1273</strong></td>
<td><strong>3056</strong></td>
<td><strong>1216</strong></td>
<td><strong>7</strong></td>
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<tr>
<td><strong>TMX Total</strong></td>
<td><strong>20198</strong></td>
<td><strong>5178</strong></td>
<td><strong>5178</strong></td>
<td><strong>4236</strong></td>
<td><strong>1431</strong></td>
<td><strong>2983</strong></td>
<td><strong>1192</strong></td>
<td><strong>7</strong></td>
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<tr>
<td><strong>Difference</strong></td>
<td><strong>12159</strong></td>
<td><strong>574</strong></td>
<td><strong>883</strong></td>
<td><strong>530</strong></td>
<td><strong>158</strong></td>
<td><strong>-73</strong></td>
<td><strong>-24</strong></td>
<td><strong>0</strong></td>
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</table>
The Biostatistics Consulting and Survey Center (BCSC) in the Department of Biostatistics & Epidemiology at the Georgia Regents University provides comprehensive statistical consulting for clients within and outside the Medical College.

Services:

Specific services offered include assistance in design of clinical trials, experimental design, power and sample size estimation, randomization, data management, modeling, data analysis, interpretation and manuscript preparation. Consulting is provided by Biostatistics faculty and staff. Staff consultants are supervised by a member of the faculty.

Also through the BCSC, the Department of Biostatistics & Epidemiology supports the research mission of all units of GRU by providing collaborative research support throughout all phases of internal and external grant proposal preparations and funded research, serving as co-investigators in the grants. Similar collaborative support is also provided to external researchers.

Fees:

<table>
<thead>
<tr>
<th>Faculty Time</th>
<th>Staff Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>$240 per hour</td>
<td>$160 per hour</td>
</tr>
</tbody>
</table>

- The initial hour-long consultation is provided free of charge to all GRU investigators, and receive a 50% discount on remaining charges.
- After the initial consultation, a cost estimate is provided.
- A 50% surcharge is imposed for work needed within one week.
- Fees are billed directly to the investigator’s department.
- Grant preparation support is offered to GRU researchers free of charge, provided that the Biostatistics faculty assumes the role of co-investigator with a funding request for significant percent effort.
Other Information:

Where meaningful intellectual contribution to the formulation of a research question or the analytic scheme for a research paper has been provided by the statistical consultant, it is expected that Biostatistics personnel will be offered co-authorship on consequent publications and presentations.

If the investigator is a student, resident or fellow, his/her faculty advisor must be present at the initial meeting.

A completed consulting application form is required before an appointment can be scheduled. This form is used in matching the client’s needs with the proper statistical expert in order to ensure the best possible services. Following review of the application, an appointment will be arranged with the client for the initial consultation.

The consulting application form and additional information can be obtained directly from this website or by contacting:

**Patricia Hall, MS, Manager**  
Biostatistics Consulting and Survey Center  
1469 Laney Walker Blvd, AE 1005 (Pavilion I)  
Georgia Regents University  
Augusta, GA 30912  
Phone: (706) 721-2947  
Fax: (706) 721-6294  
E-mail: pathall@gru.edu

› [Internal Clients Request Form](#)  
› [External Clients Request Form](#)
Grantsmanship and Scientific Writing Resources

Dr. Rhea-Beth Markowitz is Director of the Office of Grant Development in the GRU Cancer Center and provides scientific editing assistance to Cancer Center faculty members in the preparation of grant applications. She teaches an annual workshop, Grant Writing 101 (directed to researchers), for the Cancer Center (but open to all, as space permits) and for Human Resources Workforce Development. She is also available to teach seminars or classes in Scientific Writing as well as Scientific Writing for Non-Native English Speakers.

Dr. Markowitz is an experienced research molecular biologist with nearly 20 years experience in scientific editing. She came to MCG as the founding director of the Molecular Biology Core Facility, and then was appointed as the founding director of the Office of Scientific Editorial Support for the health sciences campus. She has also held administrative leadership positions in the Office of the Provost. Dr. Markowitz received her PhD in cell biology from Albert Einstein College of Medicine (NY), did postdoctoral research at Columbia University (NY), and has served on the faculty at New York Medical College, University of Colorado (Boulder), and University of Denver.

For further information about future workshops or editing, contact Dr. Markowitz directly at rbmarkowitz@gru.edu.
The GRU Faculty Club provides faculty with opportunities to meet and socialize, promotes collegiality, and allows for broadening your network of GRU friends.

**Membership Dues: $30**

**Faculty Member**
First Name______________________________LastName_________________________
College/School___________________________
Department__________________________________
Home Address______________________________________________________Zip_________
Phone________________________ Email*________________________________________

*required as most communication will be by email.

Membership includes ONE other person. If you wish, designate a guest membership below:
First Name__________________________________ Last Name _________________________
Phone________________________ Email ___________________________________________

Please contribute to the GRU Scholarship Fund. Any money raised in the past years will be used for the colleges you originally designated. Your contribution this year will help grow the Scholarship Fund and support students - from any of the 9 Colleges, if/as you so designate - in financing their education. Your contribution is tax-deductible and greatly appreciated. Please designate the Foundation to be used for your donation. If you wish it spread between foundations mark more than one. Thank You!

MCG_________ GHSU _________ ASU _________
$25_____ $50_____ $75_____ $100____ $150____ $200___ other $ ________ +$30 dues

**GRU FC Directory:** If you do NOT want your contact information in the directory check here. ____
Dues must be paid by **October 30th** to be in the directory.

**Join us for “After Hours”** our monthly Friday evening mingle with faculty in area restaurants.

**And/or our other events:**

**Upcoming Events for 2015-2016**
September: Welcome Reception
October: Octoberfest Event
November: Annual Dance
December: Wine, Chocolate, and Cheese
January: Bowling and Beer
February: Planetarium Family Event
March: Savannah River Boat Tour
April: Paris, France for Spring Break
May: End of Year Event

**Special Interest Groups**
Poker Group
Social Golf
Sunday Brunch Bunch
Dinner Group
Tuesday, Friday, and Couples Bridge
Daytime, Evening, and International
Book Clubs

Please circle any areas of interest

Send membership/scholarship checks

**Via USPS to:** David Scott, Treasurer, 413 Aumond Rd., Augusta GA 30909
**OR via Campus Mail to:** Stephanie Myers, Chemistry/Physics, SCI W3005, Summerville Campus