

Manual for Evaluation of Organized Research Units

I. Establishment of Organized Research Units

To establish an ORU, faculty members must submit a proposal stating the proposed unit's goals and objectives and describing what value and capabilities will be added to the university by the new unit and why these cannot be achieved within the existing structure. The proposal must demonstrate a clear need for some number of faculty members to work together in a single administrative structure that allows them to carry out a research program more effectively than they would be able to do working individually or in informal partnerships. The elements of the proposal should include:

- i. Purpose and benefits of the ORU to the institution, faculty, and other participants including the role of the ORU in undergraduate and graduate education;
- ii. Research and other planned activities;
- iii. Budget, space requirements, infrastructure, faculty, professional research appointees, other personnel and interdepartmental support needs such as capital equipment and library resources and a strategy for faculty recruitment and retention;
- iv. Explanation of the methods to obtain required external funding, if this amount exceeds 50 percent of the total budget, and the contingency plan in place to obtain alternative sources of funds if external funding does not materialize;
- v. Confirmation of committed space or funds from the appropriate deans and/or vice presidents, when applicable;
- vi. Any additional information necessary to assess the benefits of the proposed ORU.
- vii. If the proposal includes the naming of the ORU, it must comply with the Regents' *Rule, Series 80307*.

II. Evaluation of Organized Research Units

All organizations must be accountable to their stakeholders; efficiency, output and outcomes are of paramount importance. Evaluation helps assess impact on the university, society and the economy, provides more objective descriptions of organizations and elucidates their alignment with university goals. Evaluation should clarify organizational design, objectives and goals, assessing the following points as a minimum:

- i. Original goals and objectives;
- ii. Present functioning;
- iii. Recent accomplishments;
- iv. Future plans;
- v. Adequacy of space and budget allocations;
- vi. Future prospects to contribute to the university's vision and mission.

III. ORU Proposal/Review Exhibits

1. Global Vision/Mission Statement
2. Goals of Research and Services
3. Describe major program design, consortium membership, major discipline focus and interdisciplinary teams.
4. Organization chart demonstrating ORU's relationship to University
(Outline of collaborative relationships with schools, departments and divisions. Attach copies of formal agreements between the ORU and these entities.)
5. For ORUs engaged in Consortia relationships:
 - a. What are the major partners and what are the various types of the communication between them?
 - b. What are the visions and goals for the ORU as viewed by each of the partners?
 - c. Are there major disparities and how are they resolved?
 - d. What are the relationships between the consortia and university members?
 - e. How are disputes handled?
 - f. Do consortia provide robust training opportunities for students and fellows?
 - g. Do the broad national or industrial interests of the consortia conflict with university members?
 - h. Do centers achieve added benefits from consortia involvement?
6. Describe the resources and infrastructure ORU needs to fulfill its mission. (e.g. Budget, space requirements, faculty, professional research appointees, administrative and other personnel and interdepartmental support needs such as capital equipment and library resources, information technology infrastructure.)
7. If the ORU is located at different sites, discuss any challenges with this arrangement.
8. Discuss major research, educational and other activities not directly related to the ORU.
9. Discuss obstacles to the ORU's furtherance of its role.
10. Discuss any issues pertaining to gender or ethnic diversity.
11. Number of faculty, scientists, technicians and full time administrative staff working for the ORU.
 - a. List faculty by fields of research.
 - b. List non-faculty researchers.
 - c. List research assistants.
 - d. List researchers by fields of research.
 - e. List graduate students.
 - f. List post-doctoral fellows.
 - g. List consultants and part-time faculty.
12. Describe faculty mentorship and development program.
13. Outline of mandated core activities with Objectives/Milestones. (List the measurement criteria used to determine progress toward major outcomes.)
14. List of specified criteria to evaluate overall goals, objectives and various sub-objectives.
 - A. External support
 - 1) Number of grants and continuation awards per proposals submitted
 - 2) Median size of grants and contracts
 - 3) Median amount of overhead recovered per grant

- 4) Number of awards with equipment grants
 - 5) Number of awards with graduate stipend and tuition support
 - 6) Number with minority incentives
 - 7) Number of training grants
 - 8) Diversity of external support
 - 9) Annual amount of external support
- B. Research Quality
- 1) Publications
 - 2) Citations
 - 3) Grants received and duration of awards
 - a. federally peer reviewed sponsored
 - b. non federally sponsored
 - c. interdisciplinary research consistent with NIH roadmap
 - 4) Priority scores of grants submitted
- C. University support
- 1) Amount and quality of space and instrumentation by square feet/scientist
 - 2) Funding matches for space and equipment
 - 3) List Interdisciplinary and collaborative research activities
 - 4) Public relations activity (press statements, public statements by higher University officials, etc.)
 - 5) Academic awards to ORU faculty including tenure, pay, promotions
 - 6) Symposia and conferences supported by University
 - 7) List shared instrumentation
 - 8) Operating funds provided by University.
- D. Student mentorship programs and success of students.
- 1) Number of students involved in 2 or more disciplines that reinforce each other
 - 2) Numbers of students per year who attend interdisciplinary programs supported by the center, such as summer workshops, seminars on presenting papers and engage in team projects
 - 3) Number of regular programs and summer programs involving multidisciplinary activities
 - 4) Number of students from other (non-science) areas
 - 5) Number of symposia per year involving out reach to high school students
 - 6) The number of intern opportunities available to students
 - 7) The number of student/fellow visits to industry
 - 8) Informal educational activities
 - 9) Innovations in Education such as special internet programs that increase communication among students
 - 10) Interdisciplinary student seminars run by students
 - 11) Number of add-on grants for minority students
 - 12) Number of undergraduate and graduate students receiving training for research
 - 13) List and describe pilot project seed programs
- E. Technology transfers
- 1) Number of disclosures per given period
 - 2) Inventions
 - 3) Start-up companies spun off

- 4) Consultations to business
- 5) Students being trained in industry companies

F. Industrial linkages

- 1) Contractual relationships with industry or health delivery and ORU
- 2) Number of ORU affiliates to revenues received from companies
- 3) Companies hiring graduates
- 4) Venture capital