

Quick Guide for Faculty Engaging in Research

Dear Colleagues:

Welcome to Florida Atlantic University!

We're at a pivotal point in medicine as the field moves toward a molecular approach to improve the prediction, prevention, diagnosis, and treatment of common diseases. To fully realize this paradigm shift, we believe the research enterprise must also evolve by implementing a transformational change that starts and ends with patients. Within the Charles E. Schmidt College of Medicine this transformation is well underway. Our [Research Website](#) and [Video](#) highlight the tremendous growth of our research program whose current portfolio totals nearly \$30M in federal, state, and foundation grants. While welcoming any type of research funding, the growth of federal grants is tracked separately because this metric drives 40% of the score on the US News and World Report ranking. Between 2018 and present, the College of Medicine rose from "unranked" to "ranked but not published" among the nearly 200 osteopathic and allopathic schools in the country. Notably, the US News and World Ranking, along with the federal research funding, reflect our college's reputation on the national stage which is a point of pride for our faculty, staff, trainees, and community partners.

While numbers tell part of the story, what is really propelling us forward is our futuristic view of embedding research in clinical operations to drive medical advancements leading to more personalized care for our patients and their families. To accomplish this, the College of Medicine is actively pursuing these interrelated strategies: 1) creating a learning healthcare practice; 2) gathering multi-modal data and leveraging artificial intelligence (AI)/machine learning to bridge the gap between basic and clinical research; 3) developing biomarkers for stratifying patients and providing smart clinical decision making support to guide personalized care decisions and outcomes; 4) training healthcare providers in new competencies from AI to genomics to predictive analytic skills; and 5) deploying remote sensors.

Fundamental to our success is an urgent need for more research into the molecular complexity of common diseases and wide variability in treatment responses. While a complete "human parts list" now exists, the scale of this endeavor requires transforming how research is conducted in new and innovative ways. As further outlined in the Strategic Plan 2021-2023 Refresh, this is being accomplished by harmonizing patient-centered data, bringing together researchers and healthcare providers with the breadth of expertise and approaches to tackle complex disease problems, and providing the latest technologies.

This guide is intended to offer tips and resources useful to researchers at the College of Medicine and affiliate partners. The College of Medicine, Office of Research, and I are dedicated to supporting faculty, trainees and staff with their research activities and we look forward to working with you soon.

Janet Robishaw, Ph.D.

Senior Associate Dean for Research,
Chair, Department of Biomedical Science



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About the FAU Schmidt College of Medicine

FAU's Charles E. Schmidt College of Medicine (COM) is one of the most recent Liaison Committee on Medical Education (LCME) accredited medical schools in the United States. LCME is an accrediting body for educational programs at schools of medicine in the U.S. and Canada, sponsored by the American Medical Association. FAU COM was launched in 2010, when it became the 134th allopathic medical school in North America.

Our physicians and scientists team up to develop innovative approaches to understanding basic biological mechanisms and cultivating new strategies to combat disease.

Our researchers are addressing some of the world's most pressing health challenges including neurodegenerative diseases such as Parkinson's and Alzheimer's disease, healthy aging, opioid addiction, cancer, macular degeneration, autoimmune diseases and HIV/AIDS.

MISSION

The mission of the COM is to advance the health and well-being of our community by training future generations of humanistic clinicians and scientists and translating discovery to patient-centered care.

The COM is an integrated learning organization that fosters high-quality, humanistic, and patient-centered care. Our mission is to deliver high-touch, high-tech education to our students and residents, and to collaborate on high impact, interdisciplinary research with leading experts in the field.

The COM is dedicated to integrating discovery with health care and education in order to contribute to the vitality of our immediate communities, to improve the health and well-being of people and populations, and to transform community-based health care.



VALUES

COM's vision is realized through collaborative research initiatives in which basic, translational, and clinical researchers work together across disciplines and specialties to discover fundamental insights into human health and disease and apply their discoveries to develop new diagnostic tools and treatments.

As an integrated learning organization, our values encompass:

Collaboration

Through collaboration, we share knowledge and build trust and consensus.

Innovation

Through innovation, we embrace creativity and flexibility.

Respect

By respecting one another, we strive to acknowledge and express our appreciation for the unique and diverse contributions of others.

Compassion

Through compassion, we empathize with our patients, students, and peers.

Lifelong Learning and Engagement

Through lifelong learning and engagement, we value intellectual curiosity and the drive toward continuous knowledge acquisition and human development.

Equity

Through equity, we foster a just, fair, and inclusive environment in which every person in our college community has the ability to achieve their full potential.

COM FACULTY CONTACTS

New and Existing Faculty Biography Web Pages

New and existing COM faculty all have their own "Faculty" web page to highlight career accolades, including biographical information, education, work history, publications and scholarly activity. The Faculty web page also provides the faculty member's title(s), which department they are appointed under, and contact information. Faculty should contact their COM Department Administrator on how to submit new information or to update current sections within their Faculty web page.

How We Can Help You

As faculty, you are a valuable asset to the College of Medicine. The quality and success of our institution depends on the intellectual environment created by our outstanding faculty and your continuing commitment to our education, research, patient care and community improvement missions.

Our dedicated staff is committed to assisting you with finding funding, proposal development, managing your awards, and providing guidance and support for all of your research needs both sponsored and non-sponsored.

COM Office of Research

To get started, the COM Office of Research serves as the faculty's first and main point of contact for research items and inquiries. The COM Office of Research will also serve as the faculty's liaison with departments in the Division of Research (DOR), including Research Accounting and the Office of Sponsored Programs (OSP) who provides the final review and submission of proposals once routed (see proposal submission and research policy on page 5).

Our team assists with both pre-award and post-award duties, including but not limited to:

- Setting up targeted funding searches for faculty
- Interpreting and clarifying Federal, Sponsor, and University guidelines
- Providing proposal templates for new grant submissions
- Assisting with budget development, budget justifications, and administrative proposal pieces
- Proposal and budget development trainings
- Proposal writing and proofreading assistance
- Submitting proposals internally for necessary COM and OSP approvals



- Uploading proposals in Sponsor portals (ASSIST, Fastlane, Proposal Central, etc.)
- Assisting new faculty with transferring awards from their previous institution
- Working with OSP and Research Accounting to set up new awards and subawards
- Reminding faculty of award end dates and reporting deadlines
- Assisting PIs with no-cost extensions, re-budget requests, and progress reports
- Tracking faculty effort across grants and monitoring grant balances to ensure funds are being spent appropriately
- Providing PIs with projections and recommendations for spending
- Developing allocation schemes for charging shared supplies and effort across research projects (i.e. general lab supplies, services like dry ice, lab manager effort)
- Reviewing quarterly effort certifications and working with faculty and lab personnel to confirm accuracy
- Working with Research Accounting to close out awards as they end
- Tracking all grant submissions and new awards, and providing this data to COM leadership
- Tracking faculty regulatory and compliance trainings
- Meeting with faculty and providing research orientation support

For assistance and support, please feel free to contact us:

CONTACT THE COM OFFICE OF RESEARCH



Finding External Funding and Research Literature

COM research is recognized through significant funding from the National Institutes of Health (NIH), the Florida Department of Health (FDOH) and other funding agencies.

Please access the following resources to help find funding for your research or search publications and literature in your field:

Grants.gov

Grants.gov centralizes funding announcements for all federal grant-making agencies. You can easily conduct simple or advanced searches and get personalized emails recommending opportunities related to your research.

www.grants.gov/web/grants

GrantForward

GrantForward is a comprehensive search engine that helps FAU faculty, trainees and students find grants to fund their research from a variety of federal and private sources. GrantForward also features researcher profiles, which allow researchers to highlight their research interests and achievements, receive personalized funding recommendations, and learn about other researchers in their field.

<https://www.fau.edu/research-admin/research-development/grantforward/>

FAU Web of Science

FAU Libraries provides 24/7 online help with database and library materials through video tutorials. The Web of Science includes databases in Science, Social Sciences, and Arts & Humanities and is helpful to determine the most influential articles on a subject, and for faculty members to see which researchers are citing their work.

<https://libguides.fau.edu/citation-tools-boca/WOS>

COM Library - Medical and Health Sciences Collections and User Services Department

The COM Library-Medical and Health Sciences Collections and User Services Department maintains offices in the Schmidt College of Medicine and the S.E. Wimberly Library buildings and is staffed by two medical librarians who assist with access to medical library resources and provide other service needs (i.e., article requests, EXProxy logins, literature reviews, one-on-one and group consultations). Contact Michelle Keba Knecht, MSIS, MSL, Senior Medical Librarian at kebam@health.fau.edu or Tiffany Follin, MLIS, AHIP, Medical Liaison and Outreach Librarian at tfollin@health.fau.edu for assistance.

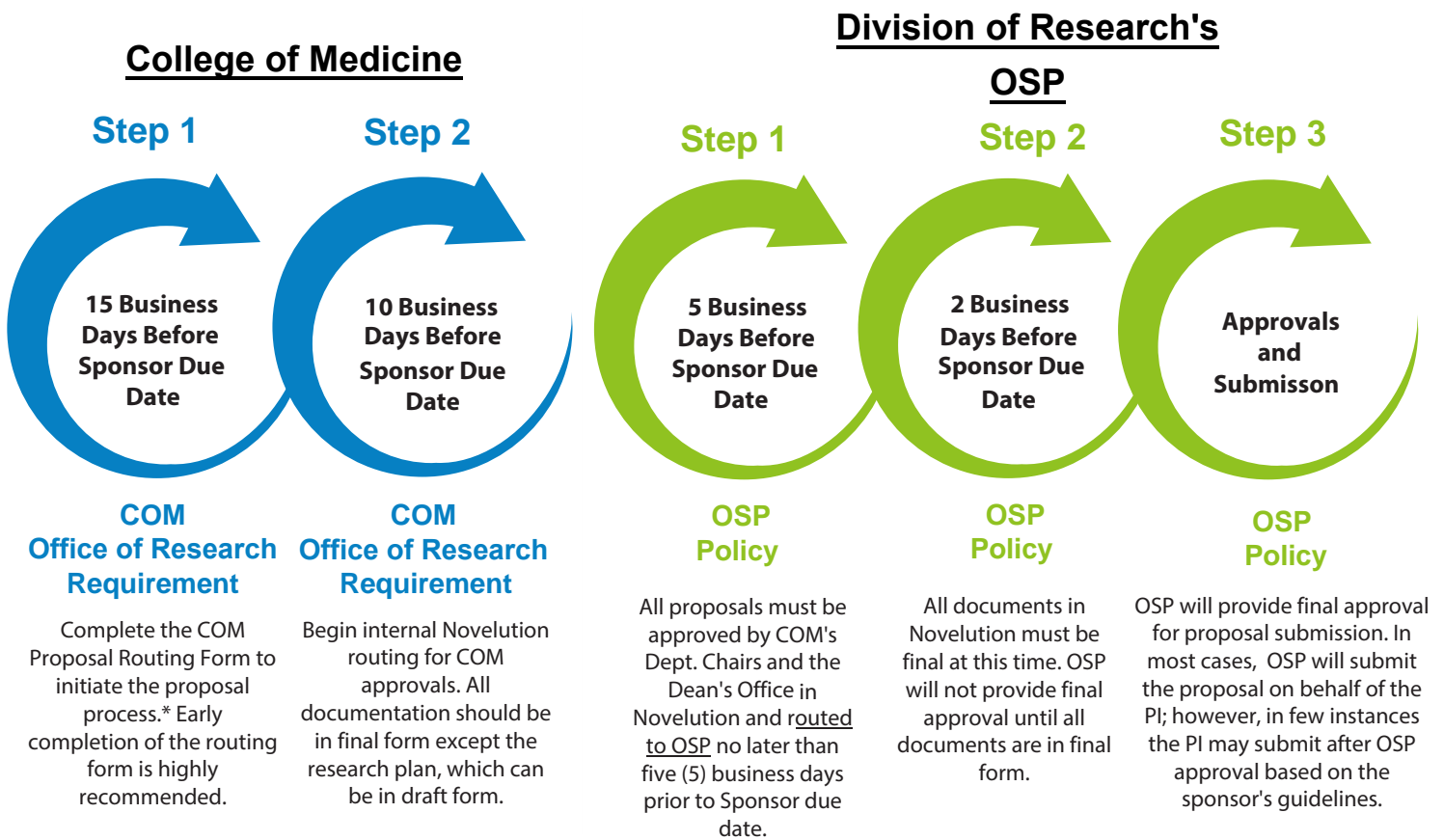
<https://library.fau.edu/medical/staff>

Proposal Submissions and Research Policies

Proposal submissions for grants, contracts, subcontracts, and all other externally funded proposals must comply with both COM and OSP grant proposal guidelines outlined below.

This timeline is necessary to ensure adequate review and timely approval of all proposals by COM prior to submission to OSP.

Failure to follow this policy may result in your proposal not being submitted to the Sponsor. OSP will not submit applications without approval from COM. Any exceptions to the guidelines outlined below requires approval from the Senior Associate Dean for Research.



***COM must be informed at the fifteen (15) business day mark that you are submitting an application, regardless of your role on the project (e.g. PI, MPI, Co-I, Collaborator, Subcontractor), or who is responsible for the application submission (e.g. COM, different FAU college, external entity).**

LIMITED SUBMISSIONS

If your solicitation limits the number of proposals that can be submitted from FAU:

1. Notify the COM Office of Research of your intent to submit a proposal.
2. Contact the Division of Research's Office of Research Development at **limited@fau.edu** to request submission permission.

COM OFFICE OF RESEARCH

OFFICE OF RESEARCH DEVELOPMENT

Proposal Routing Form and Proposal Resources

1. COM PROPOSAL ROUTING FORM

The COM Proposal Routing Form is used internally to collect important information regarding grant submissions. Please complete the form as soon as you know you will be submitting a proposal so our team can provide you with assistance.

Please access the COM Research website or click below to complete the form:

[COM RESEARCH WEBSITE](#)

[COM PROPOSAL ROUTING FORM](#)

All proposals submitted for funding must be routed for review and approval prior to submission to the Sponsor.

2. REQUIRED DOCUMENTS

Please work with our COM Office of Research for guidance and assistance in proposal routing. Before a proposal is able to be routed, copies of the following documents must be provided to the COM Research Administration Team:

- Proposal (Scope of Work)
- Budget
- Budget Justification
- Any Sponsor required forms

[CONTACT THE COM OFFICE OF RESEARCH](#)

If your proposal includes Consultants and/or Subrecipients, additional documents are required.

For **Consultants**, a letter of intent must be signed by the Consultant and uploaded into Novelution. The letter should include the Consultant's hourly rate, estimated number of hours on the project, and a brief statement of work.



For **Subrecipients**, a letter of intent signed by the institution's Authorized Official along with the Subrecipient's Scope of Work, Budget, and Budget Justification must be uploaded into Novelution as attachments. For Federal proposals, a copy of the institution's F&A rate agreement is also required.

3. NOVELUTION

Novelution is FAU's new Research Management System which provides an intuitive, web-based platform for electronic research administration. Novelution's integrated modules are specifically designed and tailored to ensure faculty, staff and research administrator's needs are met, while eliminating inefficiencies and burdens.

Faculty will utilize Novelution to attest to the accuracy of their proposal prior to submission and to also complete their initial and annual financial conflict of interest (FCOI) disclosures.

For more information, please access the Novelution User Overview:

[NOVELUTION OVERVIEW](#)

[NOVELUTION FCOI OVERVIEW](#)

4. ADDITIONAL PROPOSAL RESOURCES

For proposal submissions, please access the following additional resources on the COM Research website:

- Glossary of Grant Terms
- Glossary of Grant Acronyms
- Time & Effort Conversion Table
- FAU F&A Rate Agreement

For those proposals being submitted to the **National Institutes of Health (NIH)**, please see the following Grant Resources:

- NIH Biosketch
- Sample Budget Justification
- NIH R01 Checklist
- COM Facilities and Resources
- COM Research Equipment
- FAU Health Network Facilities and Resources

[COM RESEARCH WEBSITE](#)



Required Compliance and Trainings

It is the responsibility of each faculty (PI) conducting research to maintain compliance for themselves, staff and trainees, **following all FAU and COM guidelines:**

1. RESPONSIBLE CONDUCT OF RESEARCH (RCR)

All faculty who engage in and mentor trainees in research and/or scholarship must complete and maintain the CITI Responsible Conduct of Research (RCR) online training. This training is good for three (3) years and can be accessed below using your FAU credentials. All completed training certificates must be emailed to Tracy Vuong in the COM Office of Research at tvuong1@health.fau.edu.

CITI RESPONSIBLE CONDUCT OF RESEARCH (RCR) TRAINING

See table below outlining the FAU CITI RCR requirements for sponsored research as per the FAU Office of Research Integrity:

TYPE OF RESEARCH	FACULTY/STAFF	STUDENTS (undergrad & grad)*	POSTDOCTORAL FELLOWS
NIH funded	- CITI RCR required - 8 contact hours required of RCR live instruction (as applicable to grant requirements)*	- CITI RCR required - 8 contact hours of RCR live instruction required	- CITI RCR required - 8 contact hours required of RCR live instruction (required for training and career development awards)
NSF funded	- As stipulated in award terms and conditions, and/or as described in scope of work	- CITI RCR required	- CITI RCR required
Other federal awards including flow through	- As stipulated in award terms and conditions, and/or as described in scope of work	- CITI RCR required	- CITI RCR required
All other sponsored research	- As stipulated in award terms and conditions, and/or as described in scope of work	- As stipulated in award terms and conditions, and/or as described in scope of work	- As stipulated in award terms and conditions, and/or as described in scope of work

*Additional requirements as stipulated in the funding opportunity announcement and/or in the proposal. As stipulated in award terms and conditions and/or as described in scope of work.

Transferring Existing CITI Trainings (New FAU Faculty/Staff):

1. Log into CITI Training and navigate to your profile at <https://www.citiprogram.org/index.cfm?pageID=14>
2. Change your institutional affiliation, and that will transfer your trainings under Florida Atlantic University.
3. Please pay attention to which trainings are transferable and what additional trainings are required at Florida Atlantic University. The required minimum trainings may differ from your previous institution.
4. Make sure you also update your email address so you will receive notifications regarding expiring trainings.

Training

Faculty, staff, postdoctoral fellows, students and volunteers must complete all required trainings prior to conducting research, and this is the responsibility of the faculty/PI to manage and track. Contact **Tracy Vuong** at tvuong1@health.fau.edu if you have questions.

COM Research Training Checklist

The COM Research Training Checklist form is required for all COM faculty, staff, postdoctoral fellows, students and volunteers who conduct research. The form is used to ensure those who are conducting research have completed their required trainings.

[COM RESEARCH TRAINING CHECKLIST FORM](#)

Access & Training for Students & Volunteers

The student/volunteer access and training form is required for every student or volunteer participating in research, whether in a research laboratory or clinic. The form is used to verify that trainings have been completed prior to be granted access to the facilities. The form should be completed by COM faculty mentor.

Please note volunteers will have additional paperwork. Faculty, staff and post docs must also complete required trainings prior to conducting research and this is the responsibility of the faculty (PI).

[STUDENT/VOLUNTEER ACCESS AND TRAINING FORM](#)

2. REGULATORY AND COMPLIANCE

There are multiple training and compliance requirements for research involving human subjects, animal subjects, and recombinant/synthetic nucleic acid molecules and biological materials, agents and toxins. For more information, please visit the Division of Research's Office of Research Integrity's websites at <https://www.fau.edu/research-admin/research-integrity/> or access the below websites:

[INSTITUTIONAL REVIEW BOARD \(IRB\)](#)

[INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE \(IACUC\)](#)

[INSTITUTIONAL BIOSAFETY COMMITTEE \(IBC\)](#)

COM Guidelines for IRB Pre-Review and IRBNet Submission Signatures

In an effort to assist faculty with their IRB submissions, the COM Office of Research will provide a submission pre-review for human subject research that is greater than minimal risk and may require Full Board Review.

If your research involves data, the faculty (PI) must involve the COM Office of Research in IRBNet in order to review protocol procedures and provide guidance to the researcher in the development, approval and implementation of data security.

COM Office of Research input should be sought for all research involving collection, use, storage and the transfer of data. The level of risk of the data will determine how that data is managed and thus, it is encouraged that investigators involve the COM Office of Research early on.

The risk level is compared to "minimal risk" as defined by the federal regulations:

Minimal risk means that the probability and magnitude of harm or discomfort anticipated in the research are not greater than those ordinarily encountered in daily life or during the performance of routine physical or psychological examinations or tests (45.CFR.46.102(j))(Common Rule).

If your proposed research includes any of the following, it may be categorized as greater than minimum risk and require Full Board Review:

- Prisoners
- Individuals vulnerable to coercion or undue influence
- Procedures that might cause physical harm
- Procedures that might cause significant psychological/emotional distress
- Collection of information about highly sensitive topics
- Collection of information about illegal behavior
- Collection of information that could seriously harm the participant legally, socially, financially, etc. if other people could identify them

Examples of studies which may require Full Board Review:

- Randomized treatment studies
- Studies using investigational drugs and/or devices
- Behavioral studies involving risky interventions, observations of illegal behavior or very sensitive data/questions

If your research meets any of the above criteria, please share your IRBNet project with Scott Alter, M.D. in the COM Office of Research at alters@health.fau.edu for a package submission pre-review and signature. The pre-review must take place once the package is complete and before the required approval by the Department Chair and Research Dean.

IRBNet SUBMISSION SIGNATURES

FAU IRB Requirements: For new projects and those requiring continuing review, this is the Principal Investigator (PI), and Department Chair. For amendments, this is PI only.

COM requires additional signatures from the Department Chair and Senior Associate Dean for:

1. Initial submissions and amendments for which the proposed research is greater than minimal risk and may require Full Board Review.
2. All adverse events and protocol violation reports.

All required signatures must be obtained prior to IRBNet submission. For more information, please contact the Division of Research's Office of Research Integrity and click below for more information and guidance. To register for IRBNet training, please access the Research Integrity IRB Training Calendar and register for the IRB 101 Workshop:

[IRBNet OVERVIEW](#)

[IRB Training Calendar](#)

If my Research Involves Data, What Should I do?

PI must add COM IT Director in IRBNet to review protocol procedures and provide guidance to the researcher in the development, approval and implementation of data security. Refer to Research Data Security - Background & Guidance Purpose

Non-PHI (de-identified) data may be considered Not Human Subjects Research (NHSR). The Human Subjects Research (HSR) determination form should be completed and submitted via IRBNet for both funded and non-funded studies and for studies requiring a formal determination letter.

COM IT input should be sought for all research involving collection, use, storage and the transfer of data. The level of risk of the data will determine how that data is 'managed' and thus, we encourage investigators to involve COM IT unit early on.

Do I Need IRB?

Research deemed Not Human Subjects Research (NHSR), please refer to the following website:

DO I NEED IRB?

If you are uncertain whether you need IRB review, submit a request for human subjects research determination into the IRBNet system. If you do not have an account, please register as a New User to access IRBNet.

If the project is secondary use research, secondary research, funded, or you need an official letter, the following policy provides more information on these types of projects:

POLICY 10.3.3 "HUMAN SUBJECTS RESEARCH DETERMINATION"

*NOTE: If using a de-identified data set or specimen samples, a letter of collaboration from the cooperating institution stating this must be included. A data use agreement (DUA) or material transfer agreement (MTA) may be required.

3. ENVIRONMENTAL HEALTH AND SAFETY (EHS)

The goal of EHS at FAU is to provide and ensure a safe and healthy environment for students, faculty, staff, and visitors through comprehensive service programs and trainings. It is the responsibility of each faculty (PI) to make sure all EHS trainings are completed and maintained for themselves and their staff and trainees prior to engaging in research.

ENVIRONMENTAL HEALTH & SAFETY (EHS)

EHS Compliance Trainings

To identify the training(s) you need, please access the EHS Course Matrix for the most common course listings based on type of work/involvement and the associated required trainings.

To request specific EHS training(s), utilize the "OIT TICKET LINK" to submit a request for trainings. The request form will require additional information, including contact information, department, description of the ticket, place of work, and what type of laboratory or fieldwork. Based on the selected answers, pre-populated EHS trainings will be available for selection (more than one training may be selected in the request ticket). It is the responsibility of the trainee to request their own required EHS trainings; however managers/supervisors may also select trainings for their employees and will need the employee's FAUNet ID, name, and Znumber.

Many of the required trainings are conducted and managed/tracked through skillsoft's Precipio. Each faculty member will have a personalized Precipio profile that will enable them to view assigned trainings and access their past history of trainings. To access Precipio, please click on the "Precipio Training Link" and utilize your FAU Single-Sign On username and password.

Not all trainings will be listed on the EHS Course Matrix. To find other training courses you may want to take, please access the Precipio Course Library for a comprehensive list of available trainings. To access these resources, please visit the EH&S training website:

ENVIRONMENTAL HEALTH & SAFETY (EHS) TRAINING

Types of Research Agreements

Research often involves collaboration or exchange of information with internal and external entities, and many of these transactions require a binding or non-binding agreement. Below please find a list of common research agreements that may apply to your work:

Clinical Trial Agreement

A Clinical Trial Agreement is a legally binding agreement that manages the relationship between the Sponsor that may be providing the study drug or device, the financial support and/or proprietary information and the institution that may be providing data and/or results, publication, input into further intellectual property.

Collaboration Agreement

A Collaboration Agreement is a standard contract model for institutional level research collaboration between FAU and other research institutions.

Confidential or Non-Disclosure (CDA/NDA)

A Confidential or Non-Disclosure Agreement restricts disclosure and use of proprietary or protected information.

Data Use Agreement (DUA)

A Data Use Agreement is a standard contract model for the transfer of data collected or developed (such as raw data, data sets, and health information).

Master Agreement

A Master Agreement may be appropriate when a single sponsor intends to fund multiple research projects at FAU over a long period of time for specific purposes, but desires an open-ended scale or scope of work for individual projects.

Material Transfer Agreement (MTA)

A Material Transfer Agreement is a standard contract model for transferring tangible (e.g. biological) material from or to FAU or to an outside entity.



Memorandum of Understanding (MOU)

A Memorandum of Understanding is an agreement to memorialize expression of intent, or expressing goals/aspirations or activity without committing to a legal binding agreement implicating legal remedies.

Service Agreement

A Service Agreement is issued when FAU is providing or purchasing a good or service.

Sponsored Research Agreement (SRA)

A Sponsored Research Agreement is a formal agreement between FAU and an external entity that memorializes the exchange transaction for a specific scope of work. Sponsors may provide funding, equipment, or other tangible items for organized research, instruction, and other sponsored activity.

Teaming Agreement

A Teaming Agreement expresses a general intent to cooperate with FAU for purposes related to a general operation or pursuit of funding to a third party.

Subaward/Subcontract

A Subaward/Subcontract is a legally binding agreement between FAU and a collaborating entity who will be performing a substantive portion of work on a sponsored project awarded to FAU by a prime (originating) Sponsor.

For questions and more information regarding research agreements, please access the Office of Sponsored Programs website:

OFFICE OF SPONSORED PROGRAMS

Workday and Financial Resources



WORKDAY

Workday is FAU's cloud-based application software that enables human resources, payroll and financial functions. Workday is able to be accessed 24/7 from any computer or mobile device with Internet capability. Faculty will be able to update their address, request vacation time, change a beneficiary, and view compensation and benefit information from within Workday. Workday trainings are offered by the University at <https://www.fau.edu/training/workday/>.

Additionally, Workday is utilized to manage research awards, including making research-related purchases (pCard, Creating Requisitions, Creating Requisitions Punchouts) and managing award expenses (Expense Reports and Spend Authorizations).

Hiring Staff - Prior to hiring staff, contact your COM Human Resource Department Partner for assistance and guidance or email comdeansoffice@health.fau.edu.

Purchase Supplies - Making research related purchases can occur through multiple methods. Please consult with your Department Administrator prior to making your initial purchase. Common research related purchasing options include: pCard (Purchasing Card), Create Requisitions, and Create Requisition Punchout.

To review typical expenses that are generally allowed/not-allowed on a research award, please access the "**Grant Spending**" document for further guidance. However, always refer to the research award's terms and conditions for full guidance.

Please log in using your FAU credentials and refer to the Workday User Overview below for further guidance:

[WORKDAY LOGIN](#)

[WORKDAY OVERVIEW](#)

For Assistance with Workday, please contact your Department Administrator

The Department Administrator supports and assists faculty in the following areas:

- Requisitions/Purchase Orders
- P-card (university credit card)
- Expense reports
- Payment requests
- Travel reimbursements

COM FINANCE: Supports and assist with reconciling accounts and SmartTags for non-grant accounts (i.e. startups and foundation). For non-grants related finance questions or for more information, please contact COM Finance at comfinance@health.fau.edu.

Cores and Shared Services

The College of Medicine and FAU offer a number of cores and shared services to facilitate research across the University and beyond.



The Flow Cytometry Core Facility

For cell sorting, the Flow Cytometry Core Facility provides access to a state-of-the-art analyzer, cell sorter and workstation and provides assistance to investigators and students with experimental design, data acquisition/analysis and interpretation.

fau.edu/medicine/research/cores/cell-sorting/

FAU Core Facilities

FAU has core facilities, common equipment and shared equipment. Research cores are centralized shared research resources that provide access to instruments, technologies services, as well as consultation and other services to scientific and clinical investigators.

Comparative Medicine

The mission of Comparative Medicine is to oversee all animal care and use at FAU; provide veterinary care; ensure that all animal uses are in full compliance with federal, state and local regulations; provide the necessary elements in direct support to the University's research and teaching programs that use animals; and ensure proper care and use, emphasizing the avoidance or minimization of discomfort, distress and pain.

Affiliations

Our faculty and staff also benefit from affiliations with prestigious local research institutions such as the Scripps Research Institute and the Max Planck Institute for Neuroscience. FAU faculty can access affiliates' core facilities with equal priority and on a cost basis. Please access the following link for more information on how to collaborate:

<https://www.fau.edu/research-admin/cores/>

Research Distinction Track (RDT)



Program Description

The Research Distinction Track (RDT) is a parallel curriculum and enrichment program directed towards medical students who elect to make a sustained commitment to research including education and mentored research.

Students must participate in a research program over their four years of medical school and meet program benchmarks for high achievement in research by demonstrating substantial independent responsibility for the formulation of a hypothesis, data collection, analysis, interpretation, and dissemination of one or more mentored research projects.

Program Objectives

The goal of this program is for students to learn and apply the research process, above the expectations for the MD degree, from critical literature review to scholarly dissemination.

This track will enhance the medical school experience and benefit students who anticipate pursuing specialties and/or academic careers that require an emphasis on clinical practice and/or research.

The RDT provides an opportunity for students to be formally recognized for their substantial and sustained research training and experience. This experience will include:

- Mentored research
- Participation in research activities (e.g. research seminars, lab meetings, journal clubs, conferences)
- Online research training course
- Dissemination (oral presentations, first-authored publication)

Acknowledgement of track participation will be noted in the student's Medical Student Performance Evaluation (MSPE) Letter, contingent upon demonstration of acceptable progress towards program requirements. Successful completion of the RDT will be recognized by a "Distinction in Research" acknowledgement in the commencement program.

FAU students may consider this program as soon as they are accepted into medical school in order to take full advantage of the opportunities. Students may begin prerequisite activities during Year 1, but must formally apply to the RDT in January of their Year 2 year.

Application submission does not guarantee acceptance into the RDT. Students enrolled in a MD/PhD program are not eligible for this track. Students who are accepted into the RDT are permitted to "opt out" of the RDT in writing at any time during the program.

For more information regarding the RDT, please contact Dr. Ewa Wojcikiewicz at ewojciki@health.fau.edu or access the following link:

<http://med.fau.edu/research/rdt/>



COM Office of Research Contacts

The COM Office of Research is here to support students, faculty and staff with their research-related inquiries. We are happy to answer any questions you may have regarding your research, proposal submission, award management, compliance requirements, and more.

For all research-related inquiries, please contact the COM Office of Research:

Janet Robishaw, PhD

Senior Associate Dean for Research
Chair, Department of Biomedical Science
Professor of Biomedical Science
jrobishaw@health.fau.edu

Nicholas Kelly, MBA

Associate Director, Research Operations
(561) 297-4892
nkelly9@health.fau.edu

Scott Alter, MD, MBA, NRP

Assistant Dean for Clinical Research
Associate Professor of Emergency Medicine
alters@health.fau.edu

Laura Van Voorhis, PhD

Sponsored Research Administrator
(561) 297-4723
Lvanvoor@health.fau.edu

To access **additional research-related resources**, please see the following FAU Division of Research links:

[DIVISION OF RESEARCH](#)

[OFFICE OF RESEARCH INTEGRITY](#)

[OFFICE OF SPONSORED PROGRAMS](#)

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