Title of Proposed Initiative:

Proposal 1: Creating a Comprehensive Guide for Conducting Research at Sacred Heart University

Pillar(s) and Goal(s) Addressed:

Pillar I: Academic and Research Excellence
Goal 3: Increase Research Excellence and Productivity

Proposal Summary

This proposal aims to support faculty research through the creation and dissemination of a digital handbook to serve as a central resource to facilitate research at Sacred Heart University. The handbook, created in collaboration with members of the Office of Sponsored Programs and faculty-researcher stakeholders will provide guidance, policies and procedures to support all aspects of research at the University with topics germane to both entry-level researchers and those with established labs. The creation of this handbook will increase research productivity by mitigating the time spent identifying university-available research resources. Topics for the handbook would include information on starting a laboratory, funding resources, space allocation, compensation of research participants, and contact information for research oversight committees (e.g., IACUC, IRB). This living document will be hosted online to ensure accessibility and updated regularly.

Overview and Rationale

Currently, no centralized resource exists to support faculty research. The university's website includes partial information but does not provide the nuanced details required for productive research. Thus, faculty spend significant time identifying resources and personnel responsible for these resources which ultimately takes critical time away from grant writing and paper writing. This low resource initiative will support faculty at all levels of research and aligns with the university's mission for research excellence. We will model our digital handbook from R1 and R2 universities to support our mission for aspiring R2 status.

Resources Needed

Minimal financial resources and no physical infrastructure are needed for this initiative. This initiative would require input from faculty to identify and curate the resources needed to be of greatest benefit for research productivity. Content development would take place through interdepartmental collaborations.

Anticipated Timeline

Year 1:

- Form a *Research Guidance Task Force* with members of the Office of Sponsored Programs and Research, Research Faulty Stakeholders.
- Create and deploy a needs assessment.
- Research and benchmark resources at research intensive universities.
- Develop an outline/framework for the guide.
- Collect input from faculty.
- Start to draft "low hanging fruit" policies, procedures and guidance.
- Publish online finalized content as it's developed.

Year 2:

- Continue to draft and revise published content to address the areas of need in the document outline.
- When the Guide is complete, the Office of Research & Sponsored Programs will review annually and update guidance as needed.