DePaul University Academic Program Review

Cycle 7: Spring 2004--Spring 2005

Memorandum of Agreement – November 2005

Office of Sponsored Programs & Research

As a result of the seventh cycle of DePaul University’s Academic Program Review Process (Cycle 7), the participants in the process enter into the following agreements. The participants understand that this document will be available to be made public once all the signatures are in place.

Academic Affairs Commitments for the Academic Year 2005 – 2006:

I. Strategic Planning & OSPR

A. Academic Affairs will seek to introduce into the university’s strategic planning process a consideration of the university’s priorities and expectations regarding sponsored programs. Development of a strategic plan by OSPR (Section II.A.i. below) is contingent upon the university’s articulation of an overall vision, as well as some specific priorities and expectations, regarding its sponsored programs funding. In the process of establishing an overall sense of direction in this area, it will be important to address questions such as the following, through the university’s strategic planning process or other means:

i. Is achieving funding growth in this area important to the university and, if so, what is the nature and extent of the growth desired?

ii. What elements will need to be balanced for OSPR to assist the university in achieving its strategic goals?

iii. What potential outcomes of sponsored program funding (e.g. emphasis on undergraduate teaching and pedagogy, expanded community presence, enhanced scholarly and creative accomplishments by faculty, increased national/international recognition, greater collaboration across administrative units, improved services for nontraditional students, etc.) are of highest priority to the university given its overall strategic goals as we reach and move beyond 2006?

Failing the inclusion of sponsored research in the university’s articulation of its vision, OSPR will continue to accommodate and support the activities of sponsored faculty members and centers, encourage new grant activity, and support new projects that arise.
Office of Sponsored Programs & Research Commitments for the Academic Year 2005 – 2006:

I. Strategic Planning

A. Help to address the need described above for more direction in sponsored program activity at DePaul by:

i. Participating, as invited to do so or as opportunity presents itself, in the University’s strategic planning process, supplying information, as needed, concerning the current volume, nature, and distribution of sponsored program funding at DePaul, and working with others involved in the planning process to clarify the University’s intentions regarding sponsored programs, as described above.

ii. Assuming the inclusion of sponsored programming in the university’s strategic plan (or the receipt of similar clarification from upper administration), develop a strategic plan for OSPR indicating how OSPR will work with other offices and use its own resources to fulfill University priorities regarding sponsored programs at DePaul.

II. Proposal & Award Management

A. Continue to address weaknesses noted in DePaul’s systems for proposal and award management by:

i. Working with Development, Restricted Accounting, the Office of Compliance, General Council, the Research Committee of Faculty Council, and other stakeholders, including faculty and administrators, to secure university adoption of the proposed policy on the “Administration of Externally Funded Grants and Contracts.”

ii. Help ensure successful implementation of this cornerstone policy by continuing this collaborative approach.

iii. Complete the on-going management practices inventory to identify policies not currently in place at DePaul, and report the results to key administrators and faculty representatives.

iv. To the extent that OSPR is asked to do so, participate in ensuing institutional discussions between Academic Affairs and faculty representatives regarding policy and procedural gaps discovered through this inventory.

III. Formative Evaluation of Current Services

A. Continue to enhance OSPR’s responsiveness to the University community by:
i. Using the service-specific response forms developed as part of the APR process to gauge client satisfaction with pre- and post-award services (specifically, proposal preparation, OSPR workshops, and assistance with award management) on an on-going basis.

ii. Use the survey results to adjust services as needed, to better meet the needs of various client groups.

Signatures:

EVP for Academic Affairs

AVP for Academic Affairs

Unit AVP

APRC Chair

APRC Subcommittee Representative

Unit Committee Representative