

SUNY UPSTATE CANCER CENTER CANCER CENTER RESEARCH (CCRC) MEMBERSHIP GUIDELINES

CCRC MEMBERSHIP COMMITTEE

Alina Basnet
Stewart Loh
Telisa Stewart

Mira Krendel
Brittany Simone
Mariano Viapiano
Leszek Kotula *Ad Hoc member*

Cancer Center Research (CCRC) Members will be selected based on their accomplishments in cancer research or healthcare, their sustained and productive record of research or clinical work in cancer, and their commitment to working together as part of the scientific community at SUNY Upstate Medical University.

MEMBERSHIP CATEGORIES

Full Membership

This membership is available to research and clinical faculty at SUNY Upstate Medical University who are interested in joining one or more of the Cancer Center Research Programs.

Affiliate Membership

This membership is available to faculty and clinical staff at institutions outside of SUNY Upstate Medical University. Affiliate applicants must name the CCRC Full Member who will serve as their sponsor during the application process.

Trainee Membership

This membership is available to clinical residents, fellows, postdoctoral researchers, and graduate students at SUNY Upstate Medical University, under the supervision of a CCRC Full Member. Trainee applicants must provide the name of their supervisor who will be required to verify the applicant's trainee status during the application process.

MEMBERSHIP ELIGIBILITY

Full Members

Applicants must be tenured or tenure-track faculty at SUNY Upstate Medical University who can be identified as Principal Investigators for clinical or basic science research. Non-tenure track faculty may be considered for full membership based on their track record of research and/or clinical work in cancer.

Affiliate Members

Applicants from other academic institutions must be tenured or tenure-track faculty at their respective institutions and be able to be identified as Principal Investigators for clinical or basic science research. Non-tenure track faculty from other academic institutions may be considered for full membership based on their track record of research and/or clinical work in cancer.

Applicants will be expected to have a successful history of cancer-related research or clinical work.

Non-clinical Investigators must demonstrate a track record of:

- peer-reviewed publications,
- successful acquisition of cancer research funding,
- participation in scientific conferences and meetings, and
- education of trainees in cancer-related projects.

Clinical Applicants must demonstrate involvement in:

- treating cancer patients and/or accruing patients to cancer-related clinical trials, and
- training clinical personnel, residents, or medical students in various aspects of cancer care.

Applicants who do not have an extensive record of research or clinical work in cancer may be considered under circumstances such as the following:

- junior faculty for which cancer plays a significant role in their nascent research or clinical programs, and
- established faculty who are accomplished in other areas and have developed an interest in cancer, provided they describe in a Cancer Research Statement how they plan to develop their work in this field.

Trainee Members

Applicants must be involved in cancer-related research or clinical practice at SUNY Upstate Medical University, under the supervision of a faculty member holding CCRC Full Member status. Trainees and their mentoring faculty can apply for membership simultaneously.

Applicants must provide the name and affiliation of their supervisor. The supervisor will be required to verify the applicant's trainee status and must approve the applicant's participation in CCRC membership activities. Ideally, the trainee applicants must provide evidence of their cancer-related training, which may include:

- publications,
- conference presentations and/or communications,
- clinical activity, or
- a description of their doctoral or postdoctoral research projects.

MEMBERSHIP APPLICATION

All Membership Applicants

To become a CCRC Member, applicants will be required to complete an application form which includes:

1. the applicant's current appointment details,
2. the Cancer Center Research Program in which they want to be primarily affiliated, which are:
 - a. Cancer Genetics and Cell Biology
 - b. Cancer Therapeutics
 - c. Cancer Prevention, Survivorship and Population Health*(Applicants may also choose a secondary research program, if desired.)*
3. a brief description of their background and interests in cancer research or clinical care, and
4. an up-to-date version of their NIH Biosketch, or a full CV if they have no prior NIH affiliation.

Applicants will be expected to contribute to their chosen research program(s) as requested by the Research Program Director(s).

All applications will be submitted to the CCRC Membership Committee for review and approval. Approved applicants will be added to the CCRC Membership Roster and receive a formal acceptance letter that will identify the research program(s) in which they will be affiliated. The Research Program Directors will be advised of the new member's participation in their respective programs.

Affiliate Membership Applicants

In addition to the above requirements, affiliate applicants must be sponsored by a CCRC Full Member in good standing at the time of their application.

Trainee Membership Applicants

In addition to the above requirements, trainee applicants must be sponsored by their direct supervisor/advisor who must be a CCRC Full Member in good standing.

MEMBERSHIP DUTIES

All Members

All Cancer Center Members shall maintain regular member status by contributing to research, clinical care, and service activities at SUNY Upstate Medical University. Faculty members will be expected to perform the following activities:

- submit a list of new publications, funding, clinical trials, or pilot projects annually,
- present their research or clinical work at the annual SUNY Upstate Cancer Center Retreat,
- pursue extramural funding on cancer-related research, or, alternatively maintain a cancer-related clinical program,
- acknowledge funding or material support from the SUNY Upstate Cancer Center in presentations and publications, as appropriate, and
- participate in at least one Cancer Center committee or task force, as requested by the CCRC Director and the Research Program Directors.

Affiliate Members

Affiliate Members will be expected to perform the same activities as Full Members, with the exception of certain SUNY Upstate-specific committees in which they will not be expected to participate (e.g., faculty hiring, infrastructure, internal scholarships, etc.).

Trainee Members

Trainee Members will be invited to participate in committees and perform other activities based on their experience, availability, and support from their advisors. They will not be required to participate in faculty-specific committees or pursue faculty-specific tasks (i.e., applications for extramural funding, etc.). They will however be expected to present their work at campus-wide meetings such as the Annual Cancer Center Retreat, Biomedical Sciences Retreat, Charles R. Ross Memorial Student Research Day, etc.

MEMBERS IN GOOD STANDING

On an annual basis, Research Program Directors will assess the participation of the members in their respective programs, including their record of cancer-related research or clinical care.

Full and Affiliate Members

In the event that Full and Affiliate Members are not participating in their respective programs nor sustaining cancer-oriented activities, the Research Program Directors will meet with each member individually to discuss their future in said programs and to discuss corrective actions.

Members failing to engage in research programs or maintain cancer-related activities for two consecutive years will be deemed ineligible and dismissed from Cancer Center Membership.

MEMBERSHIP PRIVILEGES

Full Members

Full Cancer Center Members of the Cancer Center will have access to "Cancer Center only" sources of support for academic activities at SUNY Upstate Medical University. Specific support includes:

- one- and two-year pilot funding for research projects in the field of cancer,
- two-year partial support for postdoctoral scholars in cancer research, and
- scholarships for summer students pursuing research or clinical projects in cancer.

Other privileges offered specifically to Cancer Center Full Members include:

- priority to invite speakers through the "Distinguished Cancer Researcher" seminar series,
- priority to submit requests of cancer-related resources and infrastructure (through the research program directors),
- access to support for cancer-related clinical trials through the SUNY Upstate Clinical Research Unit, and
- promotion of on-campus activities and seminars using Cancer Center Communications resources.

Affiliate Members

Affiliate Cancer Center Members will have access to similar privileges as Full Members; however, those privileges cannot result in the allocation of resources of infrastructure outside SUNY Upstate Medical University. For example, affiliate members can propose cancer-related activities or development of resources to benefit multiple institutions, as long as those activities and resources remain based at SUNY Upstate Medical University.

Affiliate Members will be particularly encouraged to promote cancer-related activities at their institutions using SUNY Upstate Cancer Center Communications resources, to increase regional awareness and enhance inter-institutional collaborations.

Affiliate Members will have access to funding support when pursuing joint activities with Full Members. Specifically, Affiliate Members may apply for pilot funding for research projects as Co-Investigator or Co-Principal Investigator together with a Cancer Center Full Member. Funding will be apportioned to the affiliate institution as a sub-award.

Students from Affiliate Members' laboratories will be particularly considered to take part in the summer scholarship program, under supervision of a Cancer Center Full Member.

Trainee Members

Trainee Members will have access to "Cancer Center only" sources of support for academic activities at SUNY Upstate Medical University, which include:

- training pilot funding for research projects in cancer (for postdoctoral, clinical fellows and residents)
- travel support to attend national cancer conferences such as AACR, ASCO, etc., and
- promotion of on-campus training activities and trainee-initiated seminars using Cancer Center Communications resources.