

Faculty Research Index Plan

Drafted by the Research Committee of the Faculty Senate

PLAN APPROVED by the Research Committee on December 17, 2021

PLAN SENT to the Faculty Senate on December 17, 2021

Purpose and Goals

The Faculty Senate's Research Committee proposes the creation of a comprehensive and continually updated Faculty Research Index. The index will include contact information and relevant faculty research interests and publications in one location.

The goals of the Index are to:

- Provide a comprehensive, centralized index of all current University faculty's contact information, research interests, and scholarly work (including but not limited to publications, presentations, artistic works, etc.)
- Provide faculty the ability to identify possible collaborators in other University programs and departments.
- Provide funders with the ability to see our faculty's body of work to support requests for grants, donations, etc.
- Provide the ability for students – especially graduate students – to find mentors and scholarly advisors in their academic areas.
- Provide the University with the ability to market faculty output to support various initiatives.
- Provide outside media and organizations with information to identify experts for quotes, interviews, conferences, panels, etc.

Examples

Faculty research indexes or databases are common at many universities. The following examples are provided to help showcase what kinds of information is collected, how it is used, and how it is formatted.

- [University of South Carolina – Faculty Research Database](#)
- [University of Arizona – UA Researchers](#)
- [Tulane University – Tulane Faculty & Research Database](#)
- [University of Georgia – Faculty Research Expertise Database \(FRED\)](#)
- [University of Texas - Eureka](#)

Proposed Timeline

- **December 2021:** Edit and approve Faculty Research Index Plan
- **January 2022:** Share plan with the Faculty Senate and seek final approval (including any received edits)

- **February 2022:** Create and test Google form for data collection; Finalize location of Index (University website OR library LibGuide)
- **March 2022:** Create template website and begin data collection
- **April-May 2022:** Continue data collection and marketing to faculty
- **May-July 2022:** Continue data collection and begin data input to public Index
- **August 2022:** Publish Faculty Research Index; Promote published index to faculty and University community
- **September 2022:** Enter maintenance phase with data collection on-going and Index review occurring three times a year.

Data to be Collected

The Faculty Research Index should include the following information:

- Faculty Name*
- Faculty Title/Rank*
- Faculty UDC email*
- School or Division*
- Program or Department
- Faculty Website or Web Portfolio
- Faculty Research Interests*
- Faculty Scholarly Work (with links to available data)*
- Current and Past Funders/Grants

(*) Denotes required information

Format Outcomes

The Faculty Research Index will be hosted on a University website or through the University Library's online guides. It will be published and publicly available.

Information will be displayed in a table with faculty listed alphabetically by last name.

Emails will be linked to the faculty member's name. When provided, links to a faculty's website or portfolio will be provided.

To provide a clean appearance, faculty work will be listed in MLA or APA format. When possible, links to legally viewable faculty work (i.e., publications, presentations) will be provided. (Faculty work may be linked through University library databases but will require University sign on.) Work will be listed in alphabetical order by title.

Proposed Maintenance

To provide accurate and up-to-date information, the Faculty Research Index will be reviewed three times a year: fall semester, spring semester, and summer. Maintenance will include:

- Contacting listed faculty for changes, updates, etc.
- Contacting new and unlisted faculty for inclusion

- Removal of retired faculty or faculty members no longer with the University
- General editing and formatting