

University of Hawaii Cancer Center - Membership Criteria

Faculty employed by the University of Hawaii Cancer Center (UHCC) and “Matrix” faculty from other University of Hawaii (UH) units and non-UH partner institutions apply for UHCC Cancer Center Support Grant (CCSG) membership using the membership application form found on the UHCC webpages or available by request. After consultation with the membership committee the Cancer Center Director appoints members in a specific membership category based on set criteria described below. Regular review of membership by the Cancer Center Director and Membership Committee may result in continuation, termination or change in membership category. Continuous membership is contingent on continued pursuit of cancer-related peer-reviewed research and/or cancer-related clinical activities. To be eligible for CCSG membership, the applicant must have either a Doctoral level full or part time faculty appointment at the University of Hawaii OR a Clinical or Research appointment/employment at one of the partners of the UHCC. Membership category is determined as follows.

I. Full CCSG Member. The applicant must meet one of the following criteria:

1. Be the Principal Investigator (PI), Multiple PI (MPI), or Project Director (PD) on NCI-approved peer-reviewed program-eligible awards (e.g., R01, P01, U01, DOD, ACS, AICR, etc.)*. Peer-review is defined by the National Cancer Institute (NCI) but generally includes all federal organizations and large non-profits. For the list see link at bottom of this document.* Grants must include a clearly defined cancer focus.
2. Be PI of an investigator initiated clinical trial
3. Serve in a leadership role in the CCSG (i.e. Senior Leadership Committee of the UHCC)
4. Director of a shared resource in the UHCC

Full members have the following benefits:

- a. Eligibility for research space per the UHCC space allocation policy
- b. Eligibility to compete for UHCC Developmental Funds and pilot projects
- c. Eligibility for subsidized use of UHCC supported shared resources
- d. Eligible to direct or assist strategic planning initiatives
- e. Association with a CCSG Research Program
- f. Invitations to scientific retreats, seminars and special programs
- g. Inclusion on the UHCC website

II. Associate CCSG Member. The applicant must meet one of the following criteria:

1. Have cancer-related co-publications in peer-reviewed journals
2. Provide a significant and independent clinical, translational, or basic science research contribution
3. Be in the first 3 years of a faculty appointment at the Cancer Center
4. Play a key role in a national cooperative group

Associate members have the following benefits:

- a. Eligibility to compete for UHCC Developmental Funds and pilot projects
- b. Eligibility for subsidized use of UHCC supported shared resources
- c. Association with a CCSG Research Program
- d. Invitation to scientific retreats, seminars and special programs
- e. Inclusion on the UHCC website

All members commit to:

- Actively participate in at least one CCSG research program
- Develop Inter- and intra-programmatic research collaborations leading to publications and proposals
- Provide annual updates of cancer-focused funding, publications, accruals, and leadership roles (nationally & institutionally) for CCSG progress reports and/or competitive renewal
- Acknowledge use of CCSG shared resources, salary support, and/or research development awards and provide associated PMCID to document compliance with NIH policy (when appropriate).

III. The Cancer Center also has collaborative faculty in the following non-CCSG categories. These faculty are not usually included in CCSG reports to the National Cancer Institute.

Affiliate Member: Faculty members with their primary academic appointment at the Cancer Center, but who do not qualify as Full or Associate Members are designated as Affiliates. This status does not apply to “matrix” faculty.

These members have the following benefits:

- a. Eligibility for subsidized use of UHCC supported shared resources
- b. Invitation to scientific retreats, seminars and special programs
- c. Inclusion on the UHCC website

Clinical Member: A community clinician with an appointment at one of the UHCC partners (including John A. Burns School of Medicine) and who is actively engaged in clinical cancer research or in the care of cancer patients. Clinical members are expected to participate in translational research and/or recruitment of patients to cancer-related clinical trials at the Cancer Center and the Hawaii Cancer Consortium.

These members have the following benefits:

- a. Access to UHCC shared resources for Cancer focused projects
- b. Invitation to scientific retreats, seminars and special programs
- c. Listed on the UHCC website

Collaborating Member: Matrix faculty researchers who are doing cancer relevant work, but who do not qualify for Full or Associate member status.

These members have the following benefits:

- a. Access to UHCC shared resources for Cancer focused projects
- b. Invitation to scientific retreats, seminars and special programs

**NCI-approved funding organizations qualifying as “peer-reviewed”*

<http://cancercenters.cancer.gov/documents/PeerReviewFundingOrganizations508C.pdf>

Membership application process (*this is a web based application with workflow via email*)

1. Applicants forward the membership application materials to the Deputy Director as a single pdf file via email. The current membership application form can be found on the UHCC website (<http://www.uhcancercenter.org/research/research-programs>). Complete applications include the following:
 - a. Membership Application Form
 - b. NIH Biosketch including current and pending funding – where applicable
 - d. Statement of Cancer Relevance for applicant's research (1 page limit)
2. A Membership committee - comprised of the Cancer Center Deputy Director and Associate Directors - will review the application and make a recommendation on the appropriate membership category and program to the Cancer Center Director.
3. The Cancer Center Director will make the final decision and inform the applicant in writing as well as the relevant Program Director and the Associate Director of Administration (ADA).
4. The office of the ADA will keep records of the application and letter of membership from the Cancer Center Director. Complete membership rosters will also be maintained in the office of the ADA.