

A group of Marvel superheroes, including Iron Man, Captain America, Thor, Hulk, and others, are shown from the chest up. They are standing behind a large, semi-transparent red banner that spans across the middle of the image. The banner has a white star in the center. The background is a dark blue and purple space with glowing energy lines. The text on the banner is in a bold, white, sans-serif font.

THE SUPERTEAM OF CLINICAL SCIENCES

NOTE:

- **THE VET COLLEGE IS OVERFLOWING WITH SUPPORTIVE INDIVIDUALS BUT WE ONLY HAVE HALF AN HOUR, NARROWING DOWN THE LEVELS OF SUPPORT AND THE FOLKS TO HIGHLIGHT WAS DIFFICULT AND I'M SURE WE MISSED SOMEONE BUT THIS SHOULD GIVE YOU A STRONG STARTING POINT FOR WHATEVER YOU MAY NEED ASSISTANCE WITH!**



HIRING

- **CAROL MERKUR (CM296)**
 - ALL POSITIONS WHETHER YOU NEED TO POST OR NOT NEED TO BE RUN THROUGH CAROL!
 - NOTE: NO ONE CAN VOLUNTEER! THEY MUST BE PAID OR RECEIVE CREDIT
 - IF SOMEONE IS COMING OR GOING IN YOUR LAB (ESP EARLY) LET CAROL KNOW!



HIRING CONSIDERATIONS

- **DO I HAVE TO PAY FRINGE BENEFITS? REACH OUT TO CAROL MERKUR (CM296) OR THERESA LAGASSE (TAP58)**

- **CAN I AFFORD TO HIRE SOMEONE? REACH OUT TO CAROL MERKUR (CM296) OR THERESA LAGASSE (TAP58)**

- **SOME OPTIONS FOR FINANCIAL ASSISTANCE :**

- THE FEDERAL WORK STUDY PROGRAM - **WORK-STUDY | FINANCIAL AID** INCREASES OPPORTUNITIES FOR STUDENT EMPLOYMENT BY REIMBURSING EMPLOYERS ON CAMPUS OR IN CERTAIN NON-PROFIT ORGANIZATIONS OFF CAMPUS 50% OF WAGES PAID TO ELIGIBLE STUDENTS. ELIGIBILITY TO PARTICIPATE IS BASED ON FINANCIAL NEED AS EVIDENCED BY ANALYSIS OF THE FAFSA. FEDERAL WORK STUDY FUNDS ARE ALLOCATED ON A FIRST-COME, FIRST-SERVED BASIS. ELIGIBLE STUDENTS WISHING TO PARTICIPATE MUST FIRST FIND EMPLOYMENT AND THEN COMPLETE THE APPLICATION FOR ACADEMIC-YEAR EMPLOYMENT SUBSIDY ELIGIBILITY FOR SUMMER FEDERAL WORK STUDY FUNDING, WHEN AVAILABLE, IS BASED ON FAFSA FOR THE FOLLOWING ACADEMIC YEAR. SUMMER FEDERAL WORK STUDY EARNINGS MUST, ACCORDING TO FEDERAL REGULATIONS, BE APPLIED TO THE FOLLOWING ACADEMIC YEAR'S EXPENSES, AND MAY NOT BE REPLACED WITH NEED-BASED EDUCATION LOANS. THE FUNDS REMAINING FOR SUMMER FEDERAL WORK STUDY EMPLOYMENT ARE USUALLY VERY LIMITED.
- VETERINARY STUDENT EMPLOYMENT PROGRAM (VETSEP) **STUDENT EMPLOYMENT | CORNELL UNIVERSITY COLLEGE OF VETERINARY MEDICINE** THE COLLEGE OFFERS A WAGE-SUBSIDY PROGRAM TO STUDENTS IN THE PROFESSIONAL CURRICULUM EMPLOYED IN CERTAIN TYPES OF VETERINARY-RELATED POSITIONS WITHIN THE COLLEGE. AS WITH FWS, AVAILABLE MONIES ARE ALLOCATED TO ELIGIBLE STUDENTS ON A FIRST-COME, FIRST-SERVED BASIS. · VETERINARY INVESTIGATOR & LEADERSHIP PROGRAM (VILP)
- THE VETERINARY INVESTIGATOR & LEADERSHIP (VILP) PROGRAM **STUDENT EMPLOYMENT | CORNELL UNIVERSITY COLLEGE OF VETERINARY MEDICINE** IS A 10-WEEK SUMMER PROGRAM DESIGNED TO PROVIDE INCOMING CORNELL DVM STUDENTS WITH A RIGOROUS AND REWARDING EXPOSURE TO BIOMEDICAL RESEARCH AT THE HIGHEST LEVEL OF INQUIRY, AS WELL AS TO MOTIVATE STUDENTS TO PURSUE THE STUDIES ON RESEARCH PROBLEMS RELEVANT TO VETERINARY MEDICINE. WHILE CORNELL DVM STUDENTS ARE ENCOURAGED TO APPLY, A LIMITED NUMBER OF SPACES ARE ALSO RESERVED FOR EXTERNAL VETERINARY STUDENTS. IN ADDITION TO A HANDS-ON RESEARCH EXPERIENCE IN THEIR MENTOR'S LABORATORY, IT IS EXPECTED THAT STUDENTS WILL PARTICIPATE IN ALL ASSOCIATED LAB ACTIVITIES AND VILP SPECIFIC SESSIONS AND EVENTS. STUDENTS LACKING A BACKGROUND IN RESEARCH, BUT DISPLAYING ENTHUSIASM AND CURIOSITY, ARE ESPECIALLY ENCOURAGED TO APPLY. STIPEND SUPPORT OF \$5,000 WILL BE AWARDED TO SUCCESSFUL CANDIDATES. THE PROGRAM RUNS FROM JUNE THROUGH AUGUST. ALL PROGRAM PARTICIPANTS WILL BE REQUIRED TO PRESENT THEIR SCIENTIFIC POSTER AT THE VETERINARY SCHOLARS SYMPOSIUM (VSS). PARTIAL SUPPORT IS PROVIDED BY BOEHRINGER INGELHEIM.





HIRING – APPOINTMENTS THAT DO NOT REQUIRE A SEARCH -CAROL MERKUR (CM296)

- **ACADEMIC APPOINTMENT**
- **POST DOC** – CURRENT MINIMUM SALARY IS \$61,008 REGARDLESS OF THE NUMBER OF HOURS THEY WORK – CAN BE APPOINTED ANNUALLY FOR UP TO 5 YEARS
- **VISITING SCIENTIST/SCHOLAR** – SHORT-TERM POSITION
- **STAFF**
- **ONE-YEAR TERM** – STAFF POSITION IN REGULAR JOB TITLE THAT IS NO MORE THAN 1 YEAR IN LENGTH (20 OR MORE HOURS PER WEEK)
- **TEMPORARY APPOINTMENT WITH BENEFITS (INCLUDING ACCRUALS)** - AN APPOINTMENT TO A POSITION OF AT LEAST 20 HOURS PER WEEK WITH AN EXPECTED DURATION OF SIX MONTHS OR MORE. CAN BE RENEWED UP TO ONE YEAR.
 - A CONTRACT COLLEGE FUNDED APPOINTMENT OF 20 HOURS OR MORE AND BETWEEN 3-5 MONTHS IN DURATION ALSO RECEIVES CORNELL'S HEALTH INSURANCE BENEFITS.
- **CASUAL APPOINTMENT NO BENEFITS** - AN APPOINTMENT TO A POSITION OF 19 HRS OR LESS PER WEEK CAN BE APPOINTED AND RENEWED ON AN ANNUAL BASIS. NO LIMIT ON TIME.
- **GRADUATE STUDENT APPOINTMENT** – WORK THROUGH ARLA HOURIGAN'S OFFICE

HIRING - APPOINTMENTS THAT DO REQUIRE A SEARCH – CAROL MERKUR (CM296)

- **STUDENT**

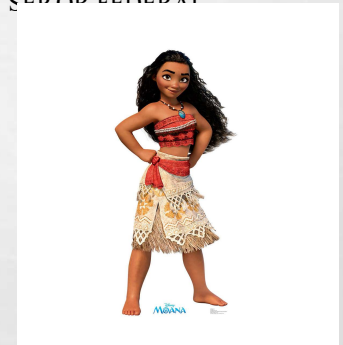
- · HOURLY STUDENT APPOINTMENT – NOTE: STUDENTS CAN ALSO WORK FOR CREDIT, RECEIVE FINANCIAL SUPPORT FROM VET SERVICES OR RESEARCH WORK STUDY. (DETAILS BELOW.)

- **ACADEMIC APPOINTMENT**

- · RESEARCH AND SR. RESEARCH ASSOCIATE
- · EXTENSION AND SR. EXTENSION ASSOCIATE

- **STAFF**

- · FULL TIME - A POSITION OF AT LEAST 35 HOURS PER WEEK. MAY APPLY TO REGULAR OR TEMPORARY APPOINTMENTS.
- · INDEFINITE APPOINTMENT - A REGULAR APPOINTMENT WITHOUT A SPECIFIED ENDING DATE
- · PART TIME - A POSITION OF LESS THAN 35 AND MORE THAN 20 HOURS PER WEEK. MAY APPLY TO REGULAR OR TEMPORARY APPOINTMENTS.
- · REGULAR APPOINTMENT - AN APPOINTMENT TO A NON-TEMPORARY POSITION OF LEAST 20 HOURS PER WEEK WITH NO TERM DATE
- · TERM APPOINTMENT - A REGULAR APPOINTMENT WITH AN ENDING DATE SPECIFIED AT THE TIME OF APPOINTMENT. TYPICALLY BASED ON FUNDING AND/OR NEED FOR ROLE, CAN BE RENEWED. HIGHLY RECOMMENDED IF PAID ON SPONSORED FUNDS.



BBS Graduate Student Funding Fall 2024 – Spring 2025

❖ ALL BBS PHD STUDENTS RECEIVE FINANCIAL SUPPORT FOR 5 YEARS, CONTINGENT UPON THE STUDENT'S SUCCESSFUL PERFORMANCE. THIS INCLUDES TUITION, STIPEND, AND HEALTH INSURANCE.

- MINIMUM OFFER FOR DOCTORAL DEGREES*:
 - \$45,240 12-MONTH STIPEND (*CURRENT RATE, ESCALATE ~3% ANNUALLY BASED ON BOARD OF TRUSTEES POLICY*)
 - \$20,800 ANNUAL TUITION SUPPORT (*\$10,400 IS WAIVERABLE*)
 - \$4,378 INDIVIDUAL ANNUAL HEALTH INSURANCE COVERAGE (*CURRENT RATE, ESCALATE 10% ANNUALLY*)
- = \$60,018 MINIMUM ANNUAL COSTS



❖ DURING THE FIRST ACADEMIC YEAR, THE BBS PROGRAM FUNDS STUDENTS AS THEY COMPLETE THREE 8-WEEK LAB ROTATIONS.

❖ **LAB DECISIONS ARE TYPICALLY FINALIZED AROUND MARCH 9TH. STUDENTS SHOULD COORDINATE TIMING WITH THEIR FACULTY MENTORS AND PLAN TO BEGIN WORK IN THEIR DESIGNATED HOME LAB BY MARCH 10TH.**

❖ **FACULTY FUNDING RESPONSIBILITIES BEGIN ON MAY 21ST, THE FIRST DAY OF THE SUMMER SEMESTER.**

❖ **THE OFFICE OF GRADUATE EDUCATION (OGE) CREATES A STUDENT FUNDING PLAN, WHICH INCLUDES A LONG-TERM COMMITMENT FROM THE FACULTY MENTOR TO SUPPORT THE STUDENT THROUGHOUT THE DURATION OF THEIR PHD PROGRAM.**

❖ DURING YEARS 2-5 STUDENTS ARE FULLY FUNDED BY FELLOWSHIPS OR THEIR FACULTY MENTOR, OR A COMBINATION OF THESE RESOURCES.

❖ DVM SEEKING PHD GRADUATE STUDENTS RECEIVE HIGHER STIPEND SUPPORT IN RECOGNITION OF PROFESSIONAL DEGREE.

THE SPECIAL COMMITTEE CHAIR WILL PROVIDE THE BBS BASE STIPEND AND GRADUATE FIELD OF BIOMEDICAL & BIOLOGICAL SCIENCES WILL PROVIDE THE STIPEND TOP-OFF THROUGH THE 4TH YEAR OF THE STUDENT'S APPOINTMENT TO BRING THEIR PAY RATE TO THE APPROPRIATE NIH POST DOC LEVEL.

❖ FUNDING QUESTIONS OR COST OF HIRING QUESTIONS – THERESA LAGASSE (TAP58)

❖ *FY 2025 FIGURES*



BBS Ph.D. Program Leadership



Executive Committee Members act in program governance; advise 2nd year and beyond students on career advice, course selection, and milestones; conflict resolution as needed.



Clinical Equipment Requests and Purchases---Please consult with Jim Doran (jd243@cornell.edu) for any piece of equipment that may be used on a client owned animal, regardless of funding source. Jim has extensive knowledge with negotiating pricing and service agreements.

Clinical Materials and Consumables-CUHA's Materials Warehouse team is available to assist with purchases you may need for clinical practice. Please contact Don Hinshaw (deh273@cornell.edu) with any questions. Special orders approved for hospital purchase maybe placed using this link. <https://app.smartsheet.com/b/form/5d3e288eacb34c738db57935f64a0765>

Office of Hospital Operations -Please contact Marcy Benda (mb265) or Susan Ruland (sgr66) with any questions or assistance needed regarding hospital operations. Wendy English (wle1) and the Billing Coordinator team are your resource for client concerns and immediate billing questions.

CUHA System Support – For assistance with ezyVet, AMS, Jotform, Instinct and other hospital related systems, please submit a ticket via this link. <https://app.smartsheet.com/b/form/bcacfbad25da4f8d9ed2684dffde4ab1>

Business Office—Please contact Joann Roman (jml262@cornell.edu) or Susan Ruland (sgr66@cornell.edu) with any pricing or client charge questions. Joann is also a great resource for service revenue and caseload data.

HOSPITAL SUPPORT



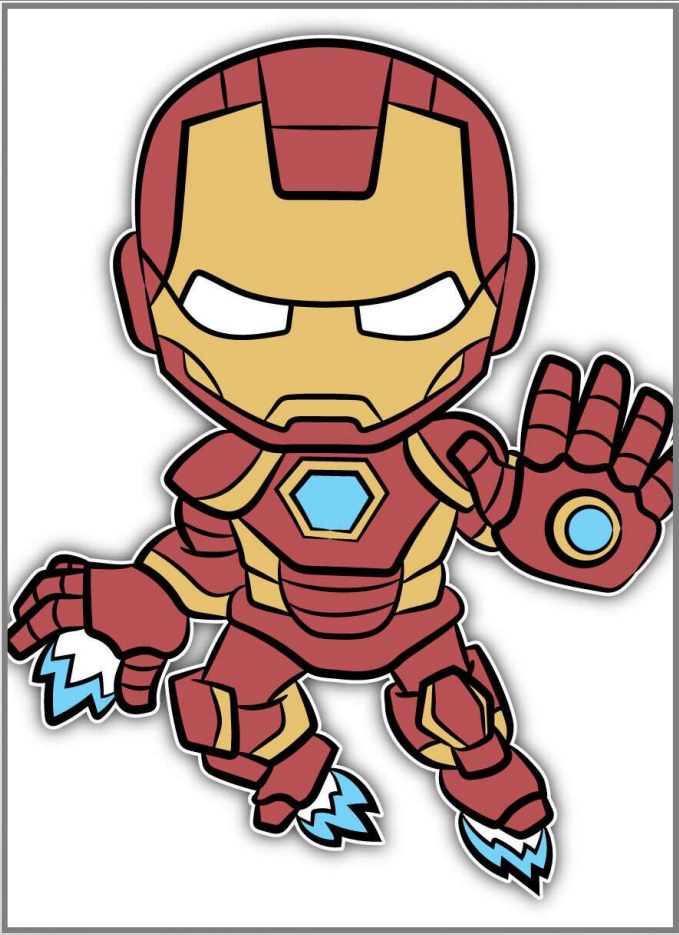
ADMIN SUPERTEAM

- CORTNEY DECKER CU44@CORNELL.EDU
- BILLY CHORLEY BJC274@CORNELL.EDU
- ASHLEY PAYNE AEP228@CORNELL.EDU
- SARAH MILICIC SLV47@CORNELL.EDU
- JOYCE VANSANT JV373@CORNELL.EDU

WHAT CAN THE ADMIN TEAM HELP WITH?

- **EVERYTHING!** BUT FOR THIS DIALOG, WE WILL FOCUS ON RESEARCH AND FINANCE AREAS
- PROPOSALS –
 - BIOSKETCHES, UPDATES AND FORMATTING
 - ADDING PUBLICATIONS TO CV AND BIOSKETCH
 - ADDING PUBLICATIONS TO NCBI (NATIONAL CENTER FOR BIOTECHNOLOGY INFORMATION DATABASE)
- POST AWARD-
 - TRAVEL – BE SURE TO PROVIDE BUSINESS PURPOSE AND LET THEM KNOW IF THERE ARE ANY PERSONAL EXPENSES ADDED (EXTRA TRAVELERS, PERSONAL DAYS), NEED COMPARISONS TO JUSTIFY EXPENSES
 - ORDERING – PROVIDE AN ACCOUNT AND BUSINESS PURPOSE (YOUR BP MUST LINK THE TRANSACTION TO THE PROJECT)
 - DUES/MEMBERSHIPS – IF PURCHASED ON SPONSORED FUNDS NEEDS TO BE JUSTIFIED (REQUIRED FOR CONFERENCE PRESENTING, REDUCES COST OF REGISTRATION BY MORE THAN THE FEE), THE DOCUMENTATION PROVIDED, TRAVEL MUST BE BILLED TO THAT ACCOUNT





WHAT CAN THE ADMIN TEAM HELP WITH?

- CONFERENCES:
 - AS SOON AS YOU KNOW YOU WANT TO HOST A CONFERENCE/SEMINAR/TRAINING ETC. LET THE ADMIN TEAM KNOW!!!! (A MINIMUM OF 6 MONTHS IS NEEDED; A YEAR IS IDEAL)
 - CONSIDERATIONS FOR HOSTING AN EVENT:
 - ROOM SCHEDULING
 - PARKING
 - HOTELS
 - MEALS/ CATERING/RESTAURANT SPACE
 - TAKING IN REGISTRATION FEES/SPONSORSHIPS
 - TRANSPORTATION



WHAT CAN CHRISTIE HELP WITH?

Provide Investigators with all Department of Clinical Sciences proposal preparation and submission support, including but not limited to:

- Assist with interpretation of proposal guidelines
- Provide templates as available for grant submission
- Budget and budget justification preparation
- Creating current and pending documents
- Uploading documents into web-based sites and/or submission of documents to the College Research Office
- Creating RASS (Cornell's Research Administration System) record for external submissions
- Serve as liaison with College of Veterinary Medicine Research Office and/or other Research Coordinators (internal and external) as necessary
- Serve as preaward liaison to the Office of Sponsored Programs (OSP, OVPR)
- Assist with nonfinancial agreements (creation, submission)

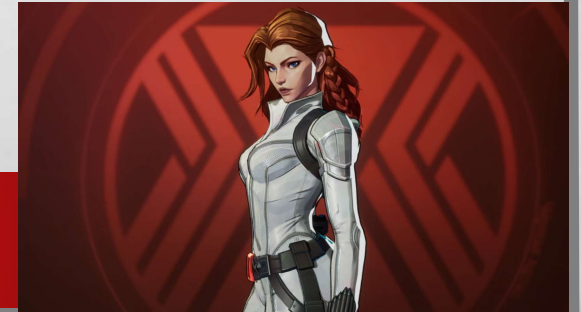
PRE AWARD Department Research Coordinator: **Christie Sayre**
cms44@cornell.edu

Christie Sayre – PreAward Cont.

- Assist with Clinical Trial research agreement guidance and documents and serve as liaison with College Research Office to submit requests
- Assist and submit all Veterinary College internal grant submissions (including year two continuation grants)
- Assist with Preproposal submissions as necessary
- Identify and disseminate funding opportunities and upcoming policy changes via monthly email
- Track and notify the research office of all upcoming external grant submissions

ADDITIONAL DEPARTMENT OF CLINICAL SCIENCES RESEARCH GRANT RESOURCES:

- [**FACULTY RESEARCH AND GRANT PLANNING PAGE**](#)
- DCS RESEARCH COMMITTEE ON RESEARCH AND GRADUATE EDUCATION PAGE IS LOCATED AT [**COMMITTEE ON RESEARCH AND GRADUATE EDUCATION**](#)





OFFICE OF RESEARCH AND GRADUATE EDUCATION *REACH OUT TO CHRISTIE FIRST

Services they Offer:

- Assist Investigators and departmental Research Coordinators with proposal preparation, review & submission
- Develop and manage complex grant proposals submissions
- Identify and disseminate funding opportunities
- Liaison with the Office of Sponsored Programs (OSP) and sponsors for PIs and units
- Internal Scientific Peer Review Program
- Submission of progress and final reports including all NIH reports
- Data tracking and reporting
- Award transfers

College Grant And Contract Officer For DCS: Jacob Kurtz jek373@cornell.edu

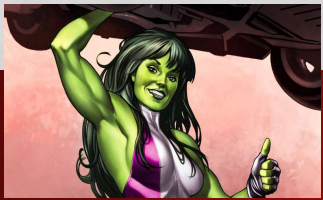
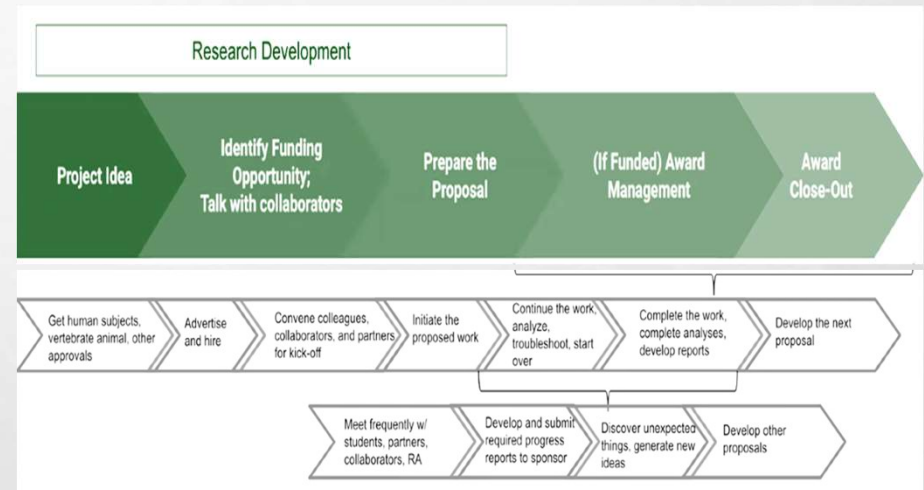
College Internal Grants Coordinator: Melinda Cirri mt333@cornell.edu

RESEARCH DEVELOPMENT

MOLLY TOWNE PROJECT MANAGER MAS357@CORNELL.EDU

- Sponsor catalytic research activities – e.g. mini-symposia
- Support new cross-school or campus partnerships
- Pre “Pre-Award”
 - Coordinate resources: grant writers, illustrators, evaluators
 - Edit proposal drafts and/or assess for logic, merit, fit
 - Direct support for large, center-like proposals and teams
 - Manage “Red Team” reviewers or external review processes
- Bridge to institutional resources – e.g. Einhorn Center for Community Engagement

Lifecycle of a grant and project



INTERNAL SCIENTIFIC PEER REVIEW PROGRAM



- Request submitted via InfoReady <http://vet-cornell.infoready4.com/>
- Participation voluntary but encouraged
- Schedule provides adequate time for reviewers to review materials and provide advice to the applicant
- **5% of awarded indirect costs back** for those who participate and successfully obtaining funding (standard is 2%)
- To participate, **enroll at least 3 months prior** to sponsor due date.



POST AWARD

- CLINICAL SCIENCES FINANCE MANAGER: THERESA LAGASSE TAP58@CORNELL.EDU
- CLINICAL SCIENCES ACCOUNT REP: KELLY LEWIS KLL85@CORNELL.EDU
- POST AWARD ACTIVITIES/TASKS
 - MONTHLY ACCOUNT UPDATES, ACCOUNT BALANCES AVAILABLE ON REQUEST
 - HIRING AND PURCHASING FUNDING PROJECTIONS
 - ACCOUNT NUMBERS FOR PROJECTS
 - PRELIMINARY TRANSACTION REVIEW
 - NCE/RE-BUDGETS/ SUPPLEMENTS
 - AWARD CLOSEOUT
 - GRANT REPORTING ASSISTANCE, REMINDERS
 - ALLOWABILITY GUIDANCE
 - SERVE AS LIAISON TO SPONSORED FINANCIAL SERVICES (SFS DFS)



ACCOUNT MANAGMENT



- **THERESA LAGASSE, KELLY LEWIS, JACKIE DODGE**
- PURCHASING QUESTIONS
- POLICY INTERPRETATIONS RELATED TO PURCHASING
- MONTHLY ACCOUNT UPDATES, ACCOUNT BALANCES AVAILABLE ON REQUEST
- ACCOUNT NUMBERS FOR PROJECTS
- PRELIMINARY TRANSACTION REVIEW
- SET UP ACCOUNTS FOR CORNELL ACTIVITIES AS APPLICABLE
- ASSIST IN MONITORING EXPECTED INCOME



- **DOUG FINK (DAF224)**
- LABORATORY ASSISTANCE/ADVICE
- SAFETY TRAINING, ONLINE TRAINING
- KEY MANAGEMENT – PHYSICAL AND CARD SWIPE ACCESS
- HAZARDOUS WASTE/RECYCLING
- EQUIPMENT ASSISTANCE
- CONTROLLED SUBSTANCE - LICENSING/PURCHASING FOR RESEARCH AND TEACHING PROTOCOLS

LAB SAFETY



DCS INNOVATION LAB

- **MICHAEL BYRON (MB2674@CORNELL.EDU) – DCS INNOVATION LAB MANAGER**
 - **THE INNOVATION LAB IS A SHARED RESOURCE FOR**
 - **LAB SPACE/EQUIPMENT**
 - **USE OF LAB EQUIPMENT, BENCH SPACE, AND CONSUMABLES**
 - **SAMPLE STORAGE AND MANAGEMENT**
 - **TECHNICAL SUPPORT FOR MOLECULAR RESEARCH.**
 - **TRAINING**
 - **ASSISTANCE WITH STUDY DESIGN**
 - **BENCHWORK TO CARRY OUT EXPERIMENTS**
 - **DATA MANAGEMENT, AND TROUBLESHOOTING**
 - **THE INNOVATION LAB CAN ASSIST FACULTY IN UNDERSTANDING AND UTILIZING THE CORE SERVICES ON CAMPUS, AND WE WORK CLOSELY WITH THE BIOBANK, CLINICAL TRIALS, AND OTHERS TO FACILITATE RESEARCH IN ANY WAY THAT WE CAN.**



CLINICAL TRIALS COORDINATORS

- CAROL FREDERICK, LVT, VTS (ECC), ANDREA KING, LVT, AND CINDY (LUCINDA) BENNETT, LVT. PLEASE CONTACT CAROL FREDERICK (C.FREDERICK@CORNELL.EDU) OR, IF YOU NEED TO REACH THE ENTIRE TEAM, EMAIL VET-RESEARCH@CORNELL.EDU
- THE CLINICAL TRIALS COORDINATOR GROUP IS AVAILABLE TO HELP WITH ANY CLINICAL TRIALS RELATED NEEDS. WE CAN HELP YOU FROM START TO FINISH, INCLUDING
 - IACUC SUBMISSION,
 - BUDGETING,
 - CONSENT FORMS,
 - ADVERTISING,
 - PATIENT RECRUITMENT,
 - AND ANY STUDY TASKS THAT AN LVT CAN DO.
 - WE ALSO CAN HELP WITH SOME BASIC RESEARCH NEEDS, ESPECIALLY FOR NEW FACULTY.



OTHER IMPORTANT TEAM MEMBERS:

- **MARIA HOPKO - ASSISTANT TO THE CHAIR AND DEPARTMENT MANAGER (MSH46)**
- **DR. TIMOTHY HACKETT - DEPARTMENT CHAIR (TBH53)**
- **DR. ROBERT GOGGS (RAG285)- ASSOC CHAIR RESEARCH AND GRAD EDUCATION**
- **DR JULIE FELIPPE (MBF6)- ASSOC CHAIR MENTORING TENURE AND PROMOTION**
- **DR. MEREDITH MILLER (MLM64)- ASSOC CHAIR CLINICAL TEACHING AND SERVICE**

VISIT THE WEBSITE

- **ALONG WITH THE RECORDING AND SLIDES WE WILL HAVE A WORD DOCUMENT WITH ALL OF THIS INFORMATION AVAILABLE TO VIEW, PRINT, REFERENCE**
- **[DCS RESEARCH AND FINANCE DIALOGUES | CORNELL UNIVERSITY COLLEGE OF VETERINARY MEDICINE](#)**

