



EMORY

WINSHIP
CANCER
INSTITUTE

A Cancer Center Designated by
the National Cancer Institute

Policy for Membership in the Winship Cancer Institute

Membership Guidelines: Membership in the Winship Cancer Institute of Emory University is open to any faculty member of Emory University, with a predominant interest in cancer or a cancer related discipline and who meets the stated requirements for membership. Federal regulations require that as an NCI-designated Cancer Center, the Winship Cancer Institute must have a formal membership application process and the NCI audits our process as part of evaluating core-grant support for Winship. Applicants must choose one membership category and fulfill ALL the listed requirements for that category of membership as detailed below.

Categories

There are three categories of membership in the Winship Cancer Institute: *Core Membership*, *Associate Membership*, and *Coalition Membership*. The evaluation criteria for each category include: peer-reviewed funding from an outside agency that meets NCI approval, research publications, committee membership in national research or professional societies, and/or value-added benefit to the Winship scientific programs.

Core Membership in the Winship Cancer Institute may be awarded to applicants who are currently principal investigators on national peer-reviewed, cancer-related grants or contracts, and who actively participate in Cancer Institute activities as members of specific research programs. Or, in lieu of serving as principal investigators for funded extramural research grants, investigators can be evaluated for membership based on the following criteria: 1) co-investigators of an active peer-reviewed, cancer-related research, including clinical trials., 2) primary/senior authorship of peer-reviewed, cancer-related publications, and/or, 3) active participation in Winship activities, especially as members of one of the four Winship research programs. Applications for Winship membership will be favorably reviewed if they are investigators on national peer-reviewed grants. Such grants include those from the NCI, and other Institutes and Centers of the NIH; US DHHS, DOD, NSF, ACS, Leukemia and Lymphoma Society; or any other major funding organization that meets NCI criteria as nationally peer-reviewed. For clinical researchers, core membership may be considered without funding on extramural grants if the applicant serves as PI of critical national or local investigator-initiated clinical trial(s).

Associate Membership in the Winship Cancer Institute may be awarded for applicants who meet any of the following criteria granted for:

- Faculty applicants who participate in the design/accrual of scientific program-related protocols, CCOP and mechanistic studies but who are not PIs on such trials and who have not been awarded RO1 equivalent funding. Faculty in clinical departments who play a major role in the care of patients with cancer, participate in multi-disciplinary clinical cancer activities, and enroll a significant percentage of their patients in clinical trials will be eligible for membership. Cancer Institute leadership involved in clinical research, such as nursing or administrative, are similarly eligible.
- Faculty applicants who are involved in cancer research or working primarily as co-investigators in a Core Member's research group who otherwise do not meet criteria for Core Membership.
- Faculty previously granted Core Membership who have not maintained the above-stated Core Membership criteria, but remain involved in relevant cancer research, may also be considered for Associate Membership status.

Coalition Membership may be granted to faculty or professional staff applicants from other universities and institutions in the State of Georgia who qualify based on their grant funding and/or clinical expertise as defined above. These individuals should be actively collaborating or developing collaborations with Core Members of the Winship Cancer Institute.

Process of Membership

It is expected that faculty from the Emory University Schools of Medicine, Nursing, and Public Health, as well as from the Yerkes National Primate Research Center and departments in the College which may be directly involved in cancer research can meet the stated membership criteria.

Membership applications may be completed on the Winship Cancer Institute website for submission to the Winship administration office. Paper applications are available upon request. The membership process consists of three phases. The Winship Administrative offices review all applications for completeness. The Winship Membership Committee then reviews the list of all applicants and is charged to maintain a consistent policy of assignment of *Core*, *Associate*, or *Coalition* membership. Additionally the Membership Committee reviews the application for scientific content to ensure that the applicant's research interests are in keeping with the goals and themes of the selected Research Program. Applicants approved by the Membership Committee are submitted to Dr. Walter J. Curran, Jr., Director of the Winship Cancer Institute, who has final authority to grant and revise Winship Cancer Institute membership.

Membership in Winship Cancer Institute will be reviewed annually by the Membership Committee to ensure that the member has maintained the required eligibility. Membership in the Winship Cancer Institute must be **renewed** every three years. At that time members will be required to submit their NIH biosketch, with funding, and a paragraph describing their current research and interactions with their primary programs. Resubmissions will be reviewed by the individual program leaders to assess

that the members are actively involved in programmatic activities and then reviewed by the Winship Membership Committee.

Benefits of Membership

1. Access to all Winship shared resources and equipment at subsidized rates.
2. Access to space and common (non-shared resource associated) equipment assigned to Winship.
3. Access to pilot funds and developmental programs. Various types of pilot grants will be implemented including: individual grants, collaborative grants for pure basic or clinical research, and translational grants. Substantial resources will be available in these grants, and will be seen as a mechanism for leveraging pilot projects into full externally funded projects.
4. Administrative support for program project, SPORE, equipment, and other major grant submissions.
5. Numerous opportunities for interdisciplinary collaboration on grant submissions and publications, and critical inter- and intra-programmatic activities.
6. Assistance with translation of research projects from “bench to clinic,” and vice versa.

Responsibilities of Membership

1. Acknowledgement is to be given to the Institute and ultimately the NCI core grant on all publications. The Winship Cancer Institute Director or a designated Associate Director will review and approve all ‘P’ grant submissions. This review and approval process will add strength to the application. Copies of all other oncology-related grants will be sent to Winship by the Office of Sponsored Programs.
2. Participation on oncology-related study sections, the CTRC, DSMC, and the IRB when requested.
3. Members are encouraged to communicate with their program leaders on a regular basis and provide research updates when requested.
4. Attendance and active participation is expected at monthly program/center meetings, annual retreats, and symposia.
5. Mentorship of students, fellows and faculty members.
6. Timely and accurate submission of annual and special requests for research progress, publications, biosketches, and other support. These requests are likely to occur annually in August/September as needed for Winship’s CCSG non-competitive renewal process.
7. Include Winship Cancer Center affiliation on CV, biosketch and publications.

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