



**FACULTY SENATE RESOLUTION
FSR-2022/2023-014**

I. Resolution/Proposal Name:

REVISIONS TO FACULTY HANDBOOK §1.9.2.2

II. Stated Resolution:

Original Text:

External Grant Proposal Routing Requirements

Faculty members wishing to submit a grant proposal to an external funding agency must route their grant proposal through their department chair/school director, college dean, controller's office, Office of Research & Sponsored Programs, Office of Research Compliance and the provost/vice president for academic affairs. Deadlines, which are strictly enforced, do apply to the routing process. To obtain a copy of the External Grant Proposal Routing Form and obtain specific information and deadlines regarding routing requirements for external grants, see the Office of Research & Sponsored Programs website.

Amended Text

External Grant Proposal Routing Requirements

Faculty members wishing to submit a grant proposal to an external funding agency must route their grant proposal through their department chair/school director, college dean, controller's office, Office of Research & Sponsored Programs, Office of Research Compliance and the provost/vice president for academic affairs. **The grant proposal details disclosed in this routing process shall be kept confidential at all levels. Disclosure of any intellectual property presented in these documents to any party outside of the routing process without the faculty author's written consent is prohibited and shall be considered a violation of faculty ethics as defined in the Faculty Handbook.** Deadlines, which are strictly enforced, do apply to the routing process. To obtain a copy of the External Grant Proposal Routing Form and obtain specific information and deadlines regarding routing requirements for external grants, see the Office of Research & Sponsored Programs website.

III. Justification:

The proposed revisions to §1.9.2.2 of the Faculty Handbook makes the following changes:

An additional sentence was added to this paragraph to address potential concerns about confidentiality in the routing process. This sentence helps protect the integrity of the external grant submission process and ensure the protection of the intellectual property of the university, college, department, and faculty members involved in the process.

IV. Divisions/Colleges/Office(s) that may be affected:

University of Central Oklahoma Office of Research and Sponsored Programs; Division of Academic Affairs, UCO Faculty Association

V. Directed to:

UCO Faculty Senate; Faculty Handbook Editorial Board; Office of Academic Affairs; Office of Research and Sponsored Programs

This resolution was submitted for consideration to the UCO Faculty Senate on 10 November 2022 by the Research, Information Resources, and Technology Committee.

Recommended for approval by the Faculty Handbook/Academic Affairs Committee.

IT IS SO APPROVED BY THE UCO FACULTY SENATE ON 8 DECEMBER 2022.

A handwritten signature in black ink, appearing to read 'Alyssa L. Provencio', written over a horizontal blue line.

Alyssa L. Provencio, Ph.D.
UCO Faculty Senate President