



# CCFA Research

**Finding Resources  
and Support**



# Overview

- History of the Term “Research” in CCFA
- Evaluation of Research in P&T
- Resources for Research Support
- Grants & Other Funding
- Networks and Teams
- Community Engagement
- Research Recognition Awards
- The UofM CV
- Planning Your Research Activity



# History of “Research” in CCFA

- For much of the college’s history, research and creative activity were viewed as two separate pursuits.
- Around 2006, the university and CCFA formalized their recognition of engaged scholarship.
  - Multidisciplinary teams
  - Community partnerships
  - Lines between research and creative activity began to blur
- Boundary blurring has provided specific advantages: growth in campus and community partnerships, eligibility for grants from a larger pool of funders, and more opportunities to disseminate outcomes (professions & community).
- Team-based research became a university emphasis while individually conducted research remained respected.



# History of “Research” in CCFA

- Of course, the college exists within the university, and the university has its research history, too.
- In December 2021, UofM received the Carnegie R1 classification (Awarded for “very high spending and doctorate production.”)
- The university wants to maintain its R1 status, so you will hear a lot about grants, which are essential to research spending and doctoral student funding.
- Your contract does not require, nor does your success hinge on, pursuing grants.
- That said, if you are looking for resources to support your research, we have much more to offer post-R1 than we did pre-R1.



# History of “Research” in CCFA

- Information about recent CCFA faculty research can be found several places:
  - CCFA website: check out the “Research” and “News” tabs
  - Academic unit websites: see faculty bios
  - Institute for Arts and Health website
  - Social media
  - Voices magazine
  - Email from Marketing and the Division of Research and Innovation
  - Many faculty are also active on LinkedIn, ResearchGate, Academia.edu, etc.



# Evaluation of Research in P&T

- Bottom line, whether research, creative activity, engaged scholarship, interdisciplinary research, individual scholarship, etc., it's all potentially promotion worthy activity.
- But...
- The common denominator remains peer review.
- Completing projects is not sufficient evidence for promotion or tenure.



# Evaluation of Research in P&T

**Examples of peer review include but are not limited to**

**Selection of work for inclusion in an exhibition**

**Selection of work for an award**

**Acceptance of a proposal for conference presentation**

**Acceptance of a manuscript for peer-reviewed journal publication**

**A published review by one or more noted experts**

**Publication of images of work in a magazine, book, etc.**

**Publication of a book chapter**

**Publication in other edited work**

**\*\*\*Check with your academic unit for examples applicable to you\*\*\***



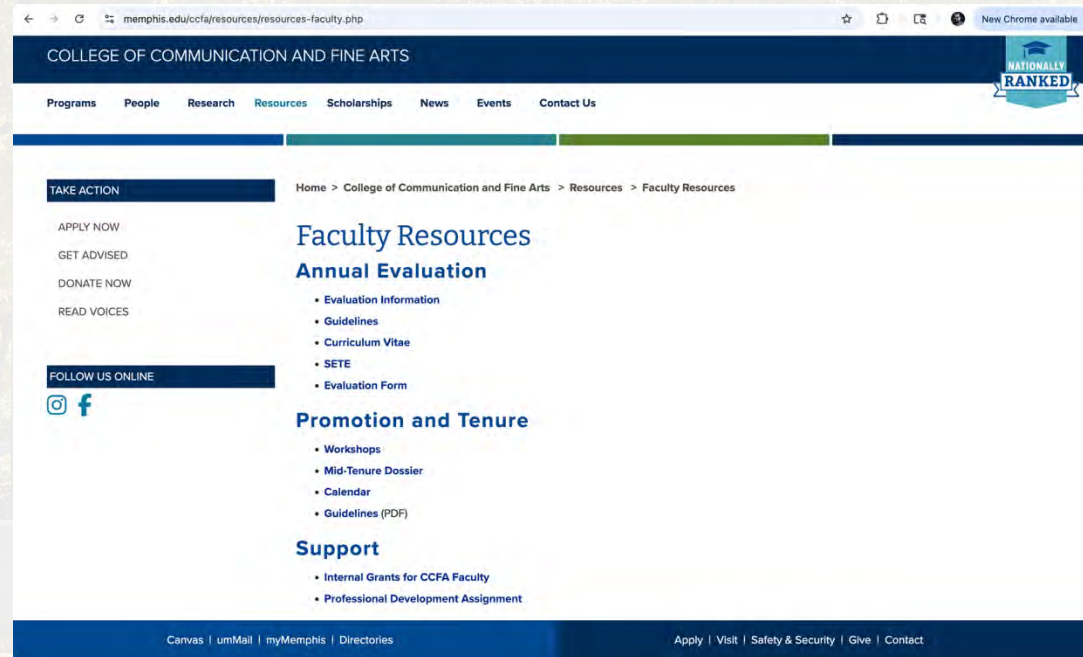
# Evaluation of Research in P&T

- It's important to consult your department or school's P&T guidelines for peer review examples specific to your discipline.
- For instance...
  - Some disciplines are more concerned than others about the number of times your work has been cited.
  - Likewise, some disciplines regard being a peer reviewer as a form of research accomplishment, while others simply see it as professional service.
  - And there are several other differences among units.
- Also, be sure to ask your chair and peer mentor for examples and guidance on your unit's success metrics.
- But again, the common denominator is peer review.



# Resources for Research Support

- The Faculty Resources page on CCFA's website contains most of the information you will need to get started:





# Resources for Research Support

- You should first consult CCFA's "Research Orientation" guide.
  - This guide is CCFA's primary research onboarding document.
  - The guide pulls together information from across the university's website, covering topics such as
    - Networking and team building
    - Internal grants
    - Support for locating and applying for external grants
    - Grants management
    - Book contracts
    - IT support and Library services
    - And names and contact information



# Resources for Research Support

- Other useful resources to read about in CCFA's orientation guide:
  - Research training announcements and links to past trainings offered by the Division of Research and Innovation.
  - Detailed information on the grant cycle from pre- to post-award
  - Assistance with protecting & marketing intellectual property
  - Policies regarding international research
  - Contracts, sponsorships, and fellowships
  - Grant searching tools (more later)



# Grants and Other Funding

- There are two broad categories of external funding that faculty members receive:
  - Grants & contracts that are routed through the university
  - Grants & contracts that are paid privately to the faculty member



# Grants and Other Funding

- **Grants & contracts routed through the university**
  - The grant application is written by the researcher(s) but submitted by the university.
  - Grant application materials are routed for approval via Cayuse SP.
  - (Cayuse SP is a grant proposal and routing system.)
  - The grant funding is received and managed by the university.
  - Required process for those on H-1B visa.
  - Required process for grants awarded only to institutions.
  - The same structure but different process applies to contracts.



# Grants and Other Funding

- **Grants & contracts paid privately to the faculty member**
  - The grant application or contract proposal is written by the faculty member and submitted by the faculty member.
  - The grant funding is received and managed by the faculty member.
  - Immigration laws prevent those on H-1B visas from applying for or receiving such funding.
  - Required process for grants awarded only to individuals.
  - Cayuse SP routing is not required but useful (more later)
  - The “Cayuse SP How-To” guide, found on CCFA’s Faculty Resources page, explains how to report private proposals and awards.



# Grants and Other Funding

Routed through the university	Paid privately to you
Federal grants	Commissions
Larger private grants	Honoraria
Contracts (e.g., center or institute)	Contracts (e.g., via your own corp.)
Consulting fees (part of employment)	Consulting fees (private)
Funder only pays institutions	Funder only pays individuals
H-1B: Yes	H-1B: No
Use traditional Cayuse SP process	Use “other” Cayuse SP process
• Contact Mike to learn more	• Refer to “Cayuse SP How-To” guide
• Cannot apply w/out a Cayuse rec.	• Can apply w/out a Cayuse SP rec.



# Grants and Other Funding

- **More about funding received privately**
  - Several of our faculty members have their own businesses.
  - Many of our faculty receive private commissions.
  - Faculty report these activities on their year-end evaluations, document them in their P&T dossiers, and list them on their CVs.



# Grants and Other Funding

- **More about funding received privately**
  - However, external funding received privately is not counted as “external support” by the university unless it is reported in Cayuse SP.
  - If you do not wish to report such activity, you should not list it under “external support” on your UofM CV.
  - If you do wish to receive full university credit for your external funding and list it on your CV as such, then you will need to refer to the “Cayuse SP How-To” guide for reporting instructions.
  - The guide can be found on the CCFA Faculty Resources page.



# Grants and Other Funding

- **More about H-1B visa restrictions**
  - Funded research activity must take place on campus.
  - When completing forms, budgets, and CayuseSP records, be sure to allocate **100% of your time/effort to on-campus.**
    - In CayuseSP, select “Shelby,” since that system does not provide a selection choice for “on-campus.”
  - If your funded research requires travel or other off-campus activity, please consult with our immigration office: [immigration@memphis.edu](mailto:immigration@memphis.edu) and cc Mike.
  - H-1B visa holders are allowed to receive summer/extra compensation for funded research routed through UofM.



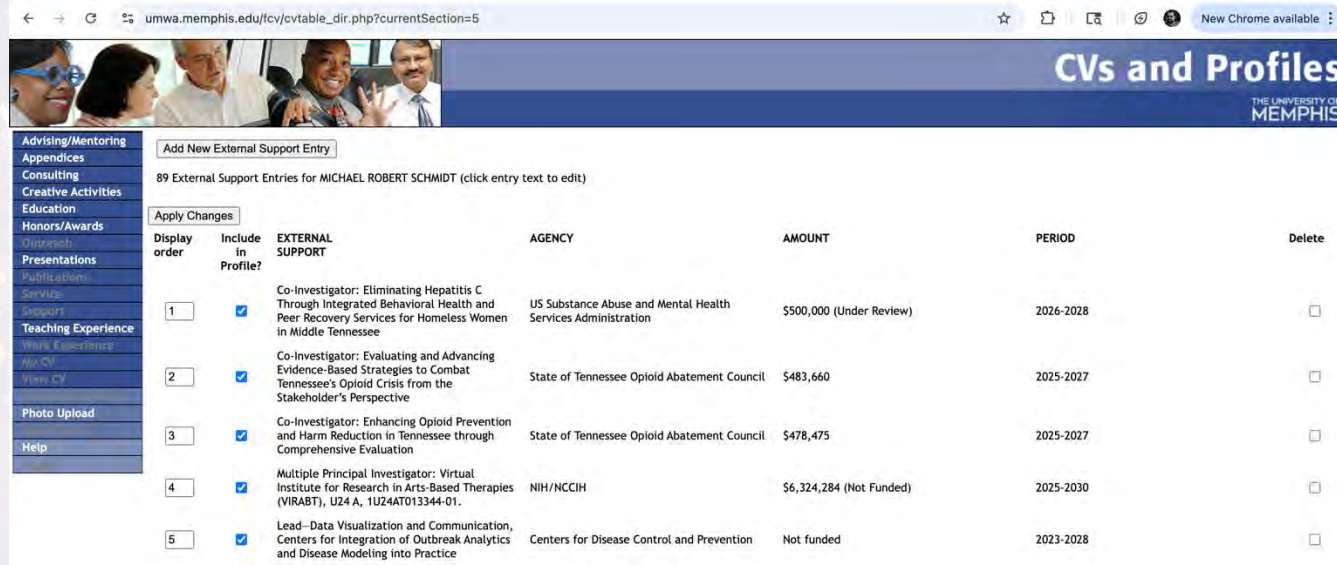
# Grants and Other Funding

- **Why bother applying for grants?**
  - Travel
  - Equipment
  - Materials/supplies
  - Book subventions
  - Journal fees
  - Participant incentives
  - Conferences & other events
  - Summer compensation
- **Departments set budgets for travel & equipment; funds may be low.**
- **Internal grants are available but mainly intended for early stages.**



# Grants and Other Funding

- Even if your grant application is rejected, it still counts as research activity on your year-end eval, P&T dossier, and CV.
- Indicate “not funded” in place of the award amount:



The screenshot shows a web browser window with the URL `umwa.memphis.edu/fcv/cvtable_dir.php?currentSection=5`. The page title is "CVs and Profiles" with "THE UNIVERSITY OF MEMPHIS" logo. A sidebar on the left contains navigation links: Advising/Mentoring, Appendices, Consulting, Creative Activities, Education, Honors/Awards, Publications, Service, Support, Teaching Experience, Work Experience, My CV, View CV, Photo Upload, and Help. The main content area has a button "Add New External Support Entry" and text "89 External Support Entries for MICHAEL ROBERT SCHMIDT (click entry text to edit)". Below this is a table with columns: Display order, Include in Profile?, EXTERNAL SUPPORT, AGENCY, AMOUNT, PERIOD, and Delete. The table lists five entries, all marked as included in the profile.

Display order	Include in Profile?	EXTERNAL SUPPORT	AGENCY	AMOUNT	PERIOD	Delete
1	<input checked="" type="checkbox"/>	Co-Investigator: Eliminating Hepatitis C Through Integrated Behavioral Health and Peer Recovery Services for Homeless Women in Middle Tennessee	US Substance Abuse and Mental Health Services Administration	\$500,000 (Under Review)	2026-2028	<input type="checkbox"/>
2	<input checked="" type="checkbox"/>	Co-Investigator: Evaluating and Advancing Evidence-Based Strategies to Combat Tennessee's Opioid Crisis from the Stakeholder's Perspective	State of Tennessee Opioid Abatement Council	\$483,660	2025-2027	<input type="checkbox"/>
3	<input checked="" type="checkbox"/>	Co-Investigator: Enhancing Opioid Prevention and Harm Reduction in Tennessee through Comprehensive Evaluation	State of Tennessee Opioid Abatement Council	\$478,475	2025-2027	<input type="checkbox"/>
4	<input checked="" type="checkbox"/>	Multiple Principal Investigator: Virtual Institute for Research in Arts-Based Therapies (VIRABT), U24 A, 1U24AT013344-01.	NIH/NCCIH	\$6,324,284 (Not Funded)	2025-2030	<input type="checkbox"/>
5	<input checked="" type="checkbox"/>	Lead-Data Visualization and Communication, Centers for Integration of Outbreak Analytics and Disease Modeling into Practice	Centers for Disease Control and Prevention	Not funded	2023-2028	<input type="checkbox"/>



# Grants and Other Funding

- **Searching for funding? Go first to CCFA's Faculty Resources page:**
  - **Look for “External Grant Opportunities”:** a comprehensive listing of mostly private sponsors of arts, humanities, and social sciences research.
    - Grants are listed by discipline, with a separate section of opportunities by topic.
    - Some of the listed grants are awarded only to institutions, i.e., UofM.
    - Other grants are awarded only to individuals, i.e., you.
    - The application processes differ. More on this later.



# Grants and Other Funding

- Related info on CCFA's Faculty Resource page:
  - Further info in the CCFA Orientation Guide:
    - How to set up user accounts to apply for grants (e.g., eRA, Fastlane)
    - Detailed information on the grant cycle from pre- to post-award
    - Assistance with protecting & marketing intellectual property
    - Policies and procedures for the ethical conduct of research
  - Navigating the Institutional Review Board (IRB):
    - "IRB Help Kit": a step-by-step set of instructions designed to make submitting an institutional review board protocol less overwhelming.



# Grants and Other Funding

- **CCFA internal grants:**
  - Faculty Research Grant (FRG): \$2,500
  - Faculty Scholarship and Creative Activity Grant (FSCAG): \$2,500
  - Arts & health Research Team (AhRT) grant: \$2,500 (more later)
- **University internal grants:**
  - Community of Research Scholars (CoRS) grant: \$2,500 (more later)
  - Fine Arts, Humanities and Social Sciences Support Program: \$2,500
  - Technology Transfer Assistance Consortium (TTAC) grant program (Consult the Research Orientation Guide for more information.)



# Networks & Teams

- The “Network & Team Building” folder is available on CCFA’s faculty resource page. The folder contains two files:
  - “Topic-Discipline Matrices”: an Excel file useful for finding people and community partners with like interests and similar or complementary skills.
  - “Multidisciplinary Connections”: a Word doc listing current and potential research collaborations involving CCFA faculty.
    - 16 current teams to join
    - 46 potential collaborations to start



Topic-Discipline Matrices						
Search for tools, help, and more (Option + Q)						
File Home Insert Share Page Layout Formulas Data Review View Automate Help Draw						
Comments Catch up Editing Share						
Aptos Narrow... 12 B General \$€ ¥ .0 .00						
H42						
Unit (Discipline) or Partner x Topic	Gender	Intersectionality	Justice	LGBTQIA+	Power	Race & BIPOC
Architecture			Rogean Cadieux-Smith			
Architecture (Interior Architecture)						
Art (Art History)	Earnestine Jenkins (Black women & men)	Earnestine Jenkins			Earnestine Jenkins	Earnestine Jenkins (AfAm artists)
Art (Archaeology & Egyptology)						
Art (Art Education)						
Art (Fashion Design)						
Art (Graphic Design)	Sanaz Feizi (women)				Sanaz Feizi (indiv. autonomy & authority)	
Art (Museum & Curation)						
Art (Visual)	Coe Lapossy			Coe Lapossy (queer cemetery proj.); Rahn Marion	Richard Lou; Yangbin Park	Richard Lou
Comm & Film (Comm Studies & Rhetoric)	Marina Levina; Christina Moss Tony de Velasco; Andre E. Johnson	Christina Moss Tony de Velasco; Andre E. Johnson	Tony de Velasco; Andre E. Johnson	Marina Levina	David Stephens Tony de Velasco	Marina Levina; Christina Moss Andre E. Johnson; Tony de Velasco
Comm & Film (Film & Video)	Elja Roy		Elja Roy (environmental justice)		Elja Roy	
Comm & Film (Health Comm)						Joy Goldsmith
Journalism (Advertising)						
Journalism (Broadcast)	Chalise Macklin (Black men in media)					
Journalism (Creative Mass Media)						
Journalism (Integrated Social Media)						
Journalism (Public Relations)						
Journalism	Claire Rounkles	Claire Rounkles				Claire Rounkles
Music (Choral)						
Music (Composing)						
Music (Education)						
Music (Instrument)						



# Networks & Teams

- CCFA's Institute for Arts and Health connects CCFA faculty with campus and community partners and funds early-stage project collaborations.
- To learn more, see the website: [www.memphis.edu/artsandhealth/](http://www.memphis.edu/artsandhealth/)
- To get involved, contact Mike ([mschmidt@memphis.edu](mailto:mschmidt@memphis.edu))
- IAH funds the Arts and health Research Team (AhRT) grant:
  - \$2,500 for team-based research
  - Community engagement a plus



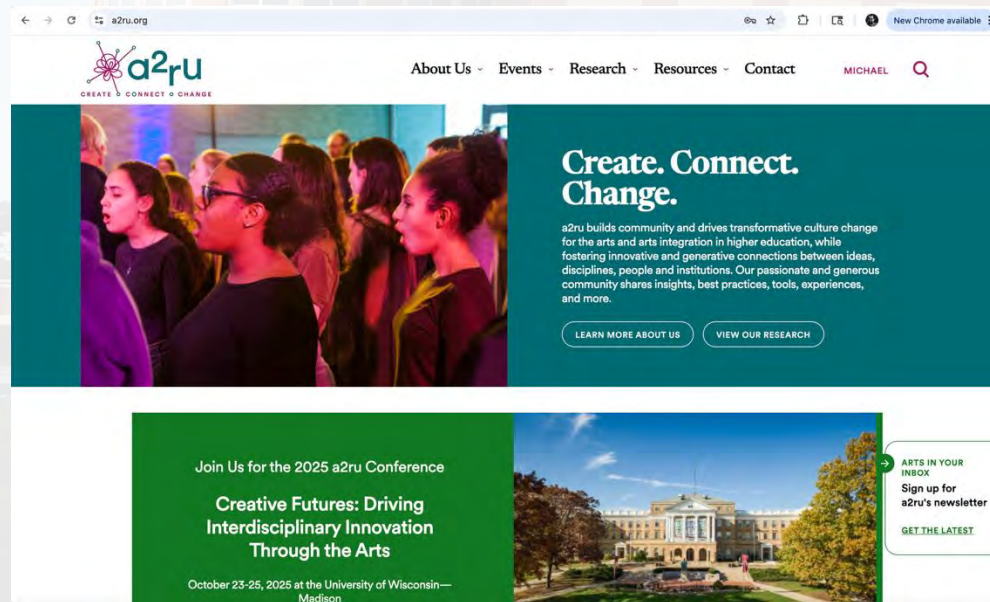
# Networks & Teams

- **UofM's Division of Research and Innovation funds the Community of Research Scholars (CoRS) program.**
  - They hold a faculty mixer in the fall to help connect people.
  - The grant application deadlines for CoRS and AhRT are both in October or November.
- **The Institute for Intelligent Systems, located in the FedEx Institute of Technology Bldg, provides an extensive network for those interested in cognitive science.**
- **More information about university research networks and “clusters” is available in CCFA's research orientation guide.**
- **The School of Public Health also hosts open events. (A few members of our faculty are affiliate faculty in SPH.)**



# Networks & Teams

- You also get free access to membership in a2ru, a national org. dedicated to raising the profile of the arts in higher ed—particularly in research. Go to [a2ru.org](https://a2ru.org) to register using your UofM email.



They host an annual conf.  
(2026's will be here)

Publishing opportunities are  
available through their journal,  
*Groundworks*:  
<https://groundworks.io/>



# Community Engagement

- Many of the resources shared under “Networks & Teams” will connect you to community engagement opportunities.
- All CCFA academic units, the Art Museum, and institutes heavily engage with community partners.
- If you are looking for a place to begin or for recommendations, ask Mike. Your mentor, chair, and unit colleagues are also good sources of information.
- You may also wish to join the Institute for Arts & Health.
  - Built-in campus and community network
  - Funding



# Community Engagement

- The UofM's Division of Research and Innovation is presently shifting to a greater focus on community-involved research.
- Community partnerships are often required to build grant-competitive teams and establish eligibility for funding.
- Memphis has hundreds of non-profit organizations.
- However, community engagement also includes industry, and both the college and university encourage mutually beneficial university-industry collaborations.



# Research Recognition Awards

- CCFA recognizes excellence in research, creative activity, and engaged scholarship. Nominations are accepted in the spring.
- The UofM Alumni Association also recognizes excellence in each of the aforementioned areas. CCFA's Research & Community Engagement Committee reviews college nominations for these awards in late fall and forwards one nomination/award category to the university for final judging.
- Several other awards that involve but are not exclusively research-related are offered by the university.  
Check the Provost's website for more information:  
<https://www.memphis.edu/aa/recognition/index.php>



# The UofM CV

- Access the CV system here:  
[https://www.memphis.edu/aa/resources/cv\\_information.php](https://www.memphis.edu/aa/resources/cv_information.php)
- It has all the sections you would expect.
- Keep it up to date, so you won't be in a crunch when you need for reviews and P&T applications.
- The profile it generates is useful for sharing information on campus.
- However, it does not generate an attractive document.
- Most faculty, therefore, maintain two CVs: one for work and one for show.
- You cannot apply for promotion w/out an updated UofM CV.



# Planning Your Research

- Ask your chair and mentor what you should accomplish ahead of your mid-tenure or third-year review.
- Work backwards: Create a timeline of deliverables working backwards from the date of your review, ensuring enough time to not only complete your work but also have it successfully peer reviewed.



# Planning Your Research

- When it comes to peer review of research, the rule of thumb used to be regional recognition was sufficient for third-year review, national for tenure and promotion, and international for full.
- However, it is important to solicit advice from your chair, mentor, and the head of your unit's tenure and promotion committee to determine the appropriate targets.



# Planning Your Research

- Remember, it's not a race and it is not about quantity over quality.
  - Between pay-for-play journals and AI, academics can fill up a CV, so quantity is not the impressive indicator it once was.
  - Be selective and strategic about where and how you invest your time, while showing potential for national- and international-level success.
  - Be a productive committee member but do not overcommit on service or outreach while building your case for promotion and tenure.



# Planning Your Research

- **Lastly, keep documentation of everything.**
  - Your P&T dossier will include appendices, where you can include images, PDFs of articles, etc.
  - This documentation is useful for your internal committees to review, but it is particularly crucial for your external evaluators to see.
  - Keep everything organized and backed up.



# Planning Your Research

- Share your accomplishments
  - Submit your news items
    - Go to CCFA > News
    - Click the “Share Your Announcements” button
    - Complete the short form
- It’s always helpful to maintain visibility in your department and college, particularly early on, when people don’t know much about you or your work.



# Questions?

