

### **Annual Reports of Organized Research Units**

At the end of the academic year, each ORU director shall submit to the Vice Chancellor--Research 7 copies of a report that contains the information below. The Vice Chancellor--Research will forward a copy of the report to the Chancellor. The director will forward a copy to each advisory committee member.

1. Number of graduate and postdoctoral students directly contributing to the ORU program who:
  - a. Are on ORU payroll.
  - b. Participate through assistantships, fellowships, or traineeships or are otherwise involved in the ORU's research program.
2. Number of faculty members actively engaged in the ORU's research or its supervision.
3. Extent of participation from other campuses of:
  - a. Students.
  - b. Faculty.
4. Number and FTE of employees in the following categories:
  - a. Professional.
  - b. Technical.
  - c. Administrative.
  - d. Clerical.
5. List of publications, including reports and reprints issued in ORU covers, showing for each:
  - a. Author.
  - b. Title.
  - c. Journal, volume, pages, date.
6. Support funds, including income from sale of publications and from other services:
  - a. Source of funds.
  - b. Amounts (on an annual basis).
7. Expenditures:
  - a. Funds for administrative support.
  - b. Funds for direct research.
8. Space:
  - a. Description.
  - b. Total currently occupied.
9. Other information:
  - a. Updated five-year projections of plans and requirements.
  - b. Other.