I. Introduction

The McMaster Radiology Research Committee (MRRC) is composed of members who have demonstrated active research activities such as performing original research, having this work published in peer reviewed journals, actively pursuing [and in possession of] peer reviewed funding, and have participated in national or international grant review panels. In essence the MRRC should be made up of our most prolific researchers to maximize the quality of research output by the department. The resulting newly revised committee shall be made of: Dr. David Koff, Michael Noseworthy, and 5 or 6 others. The additional members will be chosen based on their research activities.

II. Terms of Reference

The Radiology Research Committee will be responsible for ensuring the following policies & procedures occur:

- The research committee shall meet 3 times per year, during the first week of each new academic term.
- Research proposals will be due November 1st, February 1st, and May 1st, at 4pm via email to Sue Gaudet (gaudets@hhsc.ca). There will be NO exceptions if it is submitted late. An online submission system will be created that will date/time stamp submissions. More will follow on this soon.
- Research proposals will be reviewed blindly (a submission form is in the process of being created).
- Proposals will be include a cover page, 3 page body (maximum, including references), and a 1 page (maximum) detailed budget. A maximum of 3 additional pages as an appendix for supporting figures will also be permitted. Any extra pages will not be given to the MRRC.
- Maximum funding permitted will be $15,000 per proposal. Only 1 proposal per person, per submission date, will be permitted.
- Allowed budget items include funding for trainees, student assistantships, travel for trainees, dispensables that are not part of a patient’s standard of care, computers (with justified rationale).
- Items not allowed include: travel for staff radiologists/scientists, membership to medical/scientific societies (e.g. RSNA, ISMRM, etc.), dispensable and staff costs that are part of a patient’s routine standard of care, funding for personnel from other academic departments.
- Funding decisions shall be provided within one week of the MRRC meeting. Quorum will be achieved with 5 voting members. Proposals will be graded based on CIHR- scaled from 0.0 to 5.0, with 5.0 being excellent. Scores below 3.5 will not be eligible for funding.
- The number of applications funded each round will depend on the amount of funding available.
- Projects will be eligible for funding as long as a radiologist from HHS (Hamilton Health Sciences) is involved in the project, either as PI (principal investigator) or as a co-investigator.
- If the research proposal is from outside the Department of Radiology, they must be able to show a commitment of funding coming from their own department to be eligible for funding from this committee.

III. Reporting Functions

The Radiology Research Committee will report to the Department of Radiology Academic Council, as well to the Department of Radiology Chair, as required.

IV. Term

The McMaster Radiology Research Committee members shall hold the position for a two year term, eligible for renewal.

Committee Members as of December, 2010:

Chair: Dr. M. Noseworthy
Dr. Troy Farncombe
Dr. David Koff
Dr. Karen Finlay
Dr. Karen Gulenchyn
Dr. Srini Harish