



Cancer Center

NCI-DESIGNATED COMPREHENSIVE
CANCER CENTER

Guidelines for Membership at the University of Colorado Cancer Center

The University of Colorado Cancer Center (the “Center”) has been designated a *comprehensive cancer center* by the National Cancer Institute of the National Institutes of Health. The Center receives support from the National Cancer Institute under Cancer Center Support Grant (CCSG) P30CA046934. The Cancer Center is comprised of the University of Colorado Anschutz Medical Campus, University of Colorado Boulder, Colorado State University, University of Colorado Hospital, Children’s Hospital Colorado, and the Denver VA Medical Center. *Our ability to maintain this designation and grant is dependent upon having as center members investigators that focus on cancer research.*

Section 1. Eligibility

Center membership at the Full, Mentored, Affiliate, and Clinical levels is available to faculty that focus on cancer in basic, clinical, translational, or population-based research irrespective of their affiliation with partnering institutions. APP membership is available to all advanced practice professionals in UCHHealth, Children’s Hospital Colorado, and Eastern Colorado VA Medical system. Adjunct membership is open to staff, fellows, trainees, students, and community members with an interest in being part of the Cancer Center’s community.

Applications for membership are voluntary and indicate an agreement by the applicant with the Center’s *Expectations of Membership*, as defined below. Applications are accepted from individuals, not from groups or institutions.

Section 2. Application Process

Candidates must complete an [application for membership](#). Individuals applying for Full, Mentored, Affiliate, or Clinical Membership will need to provide a current copy of their NIH biographical sketch. In addition to providing a current copy of the NIH biosketch, Full and Mentored Member applicants will also need to provide an NIH Other Support document. Applications are reviewed by Program Leaders who recommend membership type and program assignment to the Center’s Executive Committee. Decisions on membership are made by the Executive Committee, with additional discretion exercised by the Director.

Section 3. Membership Categories

3.1. Full Member: Full membership will be considered if the applicant has a research focus in either basic, clinical, translational, or population-based cancer research. Full Member status will be considered if the applicant meets criteria 1 and 2, or 3:

- 1a. Is currently the Principal Investigator (PI) of an independent cancer-focused research program (lab, clinical or population science) and 1b. PI of an active R01-equivalent peer-

reviewed cancer research grant as defined by the NCI¹, or is national PI of a cancer clinical trial; and

2. Is an author on at least three peer-reviewed papers published within the past three years that are significantly cancer-related (in-press publications are considered); or
3. Holds a *significant* leadership role in the CU Cancer Center.

3.2. Mentored Member. Mentored membership will be considered if the applicant has a research focus in either basic, clinical, translational or population-based cancer research and meets criteria 1 through 4:

1. Is within the first 5 years of their first faculty appointment at the level of Assistant Professor (or equivalent); and
2. Has established, or is on the trajectory² to establish, an *independent* program in cancer research (lab, clinical, or population science based); and
3. PI of peer or non-peer reviewed cancer-focused sponsored research within the past 3 years; and
4. Author on at least 2 peer-reviewed papers with significant cancer focus published within the last 5 years.

Applicants who indicate interest in Mentored Member status will be reviewed by Program Leaders. If Program Leaders agree to put forth the applicant as a Mentored Member, the applicant will be required to develop a formal mentoring plan that must be approved by the Executive Committee. Mentored Member status confers the same privileges as Full Member status, but for a limited time. If Mentored Member status is granted, the initial membership will be for 5 years, renewable for 5 additional years at the discretion of the Program Leaders, with Executive Committee approval. Additional time at the Mentored Member level may be granted at the discretion of the Director. The expectation is that most Mentored Members will meet the criteria to be a Full Member within 5 years. If the Mentored Member does not meet Full Member criteria after 5 years, they may be considered for Affiliate or Clinical Member status.

3.3. Affiliate Member: Affiliate Membership will be considered if the applicant contributes to either basic, translational, or population-based cancer research or cancer education. Affiliate Member status will be considered if the applicant meets criteria 1 or 2 or 3:

1. Is the PI of non-peer reviewed¹ cancer-focused sponsored research within the past three years; or
2. Is an author on at least two peer-reviewed papers with significant cancer focus published within the past five years (in-press publications are considered); or
3. Has emerging interest in cancer and conducting research with a Cancer Center Member.

¹ A list of NCI-defined peer-reviewed sponsors are located at <http://cancercenters.cancer.gov/PoliciesResources/PoliciesResources#>. Other funding sponsors are considered non-peer reviewed by the NCI's criteria.

² Trajectory is evidenced by funds committed by the Cancer Center as part of a faculty recruitment package, or a letter from the faculty member's department chair or division chief affirming the individual has department/division support (funds and protected time) for developing an independent research lab.

3.4. Clinical Member: Clinical membership will be considered if the applicant meets criteria 1 or 2*:

1. contributes to clinical cancer research by serving as the local PI of a cancer-related clinical trial within the past three years; or
2. Is a significant contributor to Cancer Clinical Trials within the last 5 years that accrue patients to CU Cancer Center trials including but not limited to: CU, UCH, CHCO and the VA.

*Applicants that qualify for affiliate or clinical member status may be considered for Full member status under the following circumstances:

1. *Cancer Center Leaders:* At the Director's discretion, individuals who hold CCSG leadership roles but who do not otherwise qualify for Full Member status may be granted Full member status.
2. *Clinical Investigators:* Investigators who contribute significantly to the Center's research mission with a robust portfolio of actively accruing clinical trials may be nominated by Program Leaders for Full Member status.

3.5. APP Member. All individuals employed as an advanced practice professional or equivalent role in the UCHHealth, Children's Hospital Colorado or the VA Eastern Colorado Health Care systems are eligible to be an APP Member.

3.6. Adjunct Member. Staff, fellows, trainees, students and community members interested in being part of the Cancer Center community are eligible for Adjunct Member status.

Section 4. Ongoing Membership Review

All Full and Mentored Members are reviewed annually by Program Leaders in conjunction with the preparation of the CCSG progress report to determine ongoing adherence with the criteria specified for the membership categories above. Full Members who no longer meet the criteria but remain clear contributors to on-going cancer research may be retained as Full Members at the request of the Program Leaders and with concurrence from the Executive Committee and approval by the Director. When making these exceptions, the Executive Committee and Director will take into consideration the overall strength of the Program's peer-reviewed grant portfolio to ensure the Program retains a critical mass of peer-reviewed funding to achieve significant scientific impact. To facilitate this annual review, members may be asked to provide information regarding their publications and sponsored research awards, as well as an updated statement of their cancer research. Non-response to requests will jeopardize continuation of membership.

Section 5. Appeals

Individuals may appeal decisions regarding eligibility or changes to their membership status or category. Appeals should be submitted to the Membership Coordinator, Rachel Vardeman (Rachel.vardeman@cuanschutz.edu) and should include clear evidence of compliance with membership criteria. The appeal will be considered by the Executive Committee with final approval from the Director.

Section 6. Benefits of Membership

6.1 APP and Adjunct Members are eligible for:

1. Participation in Center-wide or program-based research symposia and retreats;
2. Attendance at special presentations;
3. Participation in community engagement, education and training activities;
4. Participation in partner organizations fund raising events as a Cancer Center Team Member.

6.2 Affiliate and Clinical Members are eligible for:

1. Participation in Center-wide or program-based research symposia, retreats and special presentations; participation in community engagement, education and training activities.
2. Intramural funding opportunities provided by the Center, except for pilot projects supported by CCSG Developmental Funds.
3. Announcement of new research developments and clinical breakthroughs by Center media relations professionals.
4. Support from the Cancer Center's Oncology Clinical Research Support Team (OCRST) for development of approved investigator-initiated trials.
5. Access to the Cancer Clinical Trials Office shared resources for trial support.

6.3 Full and Mentored Members are eligible for all Affiliate/Clinical Membership benefits outlined above and the following:

1. Consideration for nomination by the Center to national cancer-specific funding opportunities that limit the number of applications per institution (e.g. the Damon Runyon Cancer Research Foundation; St. Baldrick's Foundation; the V Foundation, etc.).
2. Access to the Center's Administrative Office for support of:
 - a. Development and submission of large, multi-departmental cancer-specific grants;
 - b. Planning, scheduling and organization of Center endorsed activities benefiting a large contingent of the membership;
3. Access to the Center's basic and data science shared resources at subsidized rates for support of their cancer-related research activities; and
4. Support from Cancer Center intramural pilot funding.
5. Subsidized access to Cancer Center [Shared Resources](#).

Section 7. Expectations of Membership

The Cancer Center is an NCI-designated comprehensive cancer center. To maintain this designation, we expect each member to:

1. Participate in the Center sponsored symposia, retreats, seminars, and surveys.
2. Provide annual lay and scientific progress reports for pilot projects and other funding from the Center.
3. Serve as Reviewers for Cancer Center-sponsored funding opportunities.
4. Provide information regarding publications, grant submissions and awards, and any other research resources developed as a result of funding provided by the Cancer Center.
5. Submit all human subject research protocols to the Protocol Review and Monitoring Committee in advance of IRB submission and abide by the Cancer Center's NCI-approved Data & Safety Monitoring Plan.
6. Acknowledge the CCSG and use of Cancer Center Shared Resources in publications as below and [submit publications to PubMed Central](#). Our NCI designation is tied to our Cancer Center Support Grant; and our grant is subject to NIH's Public Access Policies. Repeated failure to submit publications to PubMed Central may result in suspension of privileges to use Cancer Center shared resources. For additional information, please visit the [Shared Resources website](#).

*"This work was supported in part by the University of Colorado Cancer Center's
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OR

*"Supported in part by the _____ Shared Resource of the Colorado
Cancer Center Support Grant P30CA046934."*

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RESEARCH PROGRAMS

Detailed descriptions of the programs are available on the Cancer Center's website under [Research](#).

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Basic Sciences		
Molecular & Cellular Oncology	Patricia Ernst, PhD Tin Tin Su, PhD	Patricia.Ernst@cuanschutz.edu Tin.Su@colorado.edu
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SHARED RESOURCES

Shared Resource	Director	Manager	Contact Email Address	Location
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Biostatistics / Bioinformatics				
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Genomics	B. Gao, PhD	S. Lee N. Manning	Schulyer.Lee@cuanschutz.edu Nicole.Manning@cuanschutz.edu	AMC
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CLINICAL RESEARCH SUPPORT

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Oncology-Focused Clinical Trial Offices				
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