OFFICE OF THE VICE PRESIDENT FOR RESEARCH
AND DEAN OF GRADUATE STUDIES

MEMO

To: John Evans, Dean, College of Medicine
Jane Knodell, Acting Dean, College of Arts and Sciences

From: Fran Carr, Vice President for Research and Dean of Graduate Studies

Re: Establishment of a Neuroscience Program

Date: July 8, 2004

Overview

Building upon the excellence in faculty research in neuroscience disciplines, growth in external funding, and evolving expectations of graduate education in life sciences, a doctoral program in neuroscience is proposed. The Neuroscience Program will leverage the expertise and complementary research interests of faculty to provide an outstanding scholarly experience and facilitate a multidisciplinary learning paradigm. Thus, the Program will include graduate faculty across the university including but not limited to faculty from the Departments of Anatomy and Neurobiology, Biology, Communication Sciences, Microbiology and Molecular Genetics, Neurology, Pharmacology, Psychiatry, Psychology and Neurosurgery. Once the Neuroscience Program is successfully established, the current departmentally-based graduate program in Anatomy and Neurobiology will be terminated.

Program Governance

- The Director of the Program will be appointed by the Dean of the College of Medicine (COM) in consultation with the Deans of other colleges and participating faculty, and with the approval of the Vice President for Research and Dean of the Graduate College. The Director will serve for a renewable 5 year term. (See Program Review)
- An Assistant Director, selected from among the program faculty in Colleges different from that of the Program Director, will be elected by all of the Program Faculty for a renewable 3 year term.
- A Steering Committee, together with the Program Director and Assistant Director, will be responsible for the management of the program.
- The Steering Committee will be comprised of 5 members from the graduate faculty (non-chair) from participating departments, including at least 2 from outside of COM. The Steering Committee members will be elected annually by the program faculty members. In addition, the Dean of the Graduate College will be an ex officio member of the Steering Committee.

Program Creation

Following the appointment of the Program Director, the members from a list of participating faculty supplied by the Chairs of the initially designated departments and reviewed by the Deans (appended) will elect an initial Steering Committee and Assistant Director.

The Program Director, in consultation with the Assistant Director and the Steering Committee, will draft a Memorandum of Understanding (MOU) for the operational framework of the Program to be endorsed by the Deans of the participating colleges. The MOU will include:

- Roles and responsibilities of the Steering Committee.
- Criteria for designation of Program Faculty.
- Criteria for graduate student support (level of funding, teaching requirements etc.).
- Procedures for establishing structures of standing committees (e.g. Curriculum, Admissions).
- Procedures for advising, tracking progress of students.
- Criteria for monitoring program progress.

Following endorsement of the MOU, the Director, Assistant Director, and Steering Committee will

- Designate initial Program Faculty based upon MOU.
- Establish a provisional core curriculum in consultation with Program Faculty.
- Complete the process required to gain approval for the new program, including approval by participating Colleges and Graduate Executive and Senate Committees.
- Establish and implement, with Program Faculty, a student recruitment strategy.

Timetable

The target date for first graduate enrollment into the Neuroscience Program is no later than Fall 2006. To accomplish this start date:

- Director must be appointed by September 1, 2004.
- MOU must be established by September 30, 2004.
- Program proposal with provisional core curriculum must be submitted to the Provost and the Graduate College no later than October 31, 2004.
- Program proposal submitted to the Board of Trustees no later than early Spring 2005.

General Principles

- Core courses will be developed jointly with other graduate programs to avoid unnecessary duplication and to increase ties among graduate students at UVM, with a commitment to calendar compatibility for all graduate students.
- The didactic component of the training program will combine the neuroscience core curriculum with advanced elective courses in selected subspecialty areas such as developmental neurobiology, molecular neurobiology, autonomic neurobiology, sensory neuroscience and behavioral neuroscience.
- Students generally would receive stipend support for the first two years from program funds and thereafter supported by the mentor and/or the mentor's home department. Students would have a teaching obligation as part of the training experience. Student progress will be evaluated annually by an advisory committee of the program.

Program Review

The Neuroscience Program will be reviewed in the fifth year of operation. This review shall include governance structure, program effectiveness, and curriculum. This review shall include continued approval by Deans of participating Colleges.

Resource Commitments

- **COM**
    - Will commit 6, 12-month graduate student stipends presently given to the Department of Anatomy and Neurobiology.
    - Will provide office space for the Program Administrative Assistant and first and second-year students.
    - Will provide resources needed to maintain an active seminar series and annual neuroscience retreat through existing departmental/COBRE programs.

- **Graduate College**
    - Will continue to commit six tuition scholarships for the COM contributed assistantships.
    - Will commit three 12-month graduate student stipends and tuition scholarships, and associated benefits.
    - Will provide funds to support operation of the program-$30 K/year. This would cover recruiting, interviews at UVM for prospective students, recruitment of students to enhance diversity of the program, travel funds for students to attend national meetings, teaching costs, etc.
    - Will provide 0.5 FTE for an Administrative Assistant ($18-20K/year including fringe).

- **College of Arts and Sciences**
    - Will commit three, 12-month graduate student stipends and tuition scholarships, and associated benefits.

It is expected that the faculty teaching effort in new multidisciplinary graduate courses will be supported by the Deans of the participating colleges

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John Evans, Dean, College of Medicine	Jane Knodell, Acting Dean, College of Arts and Sciences
_____	_____
Date	Date

INITIAL PARTICIPATING FACULTY

Anatomy and Neurobiology

Rod Parsons, Professor and Chair
Karen Braas, Research Associate Professor
Carson Cornbrooks, Associate Professor
Elizabeth Ezerman, Lecturer
Jerry Fiekers, Ph.D., Associate Professor
Cindy Forehand, Professor
Diane Jaworski, Associate Professor
Sarah Locknar, Research Assistant Professor
Gary Mawe, Professor
Victor May, Professor
Rae Nishi, Professor
Matt Rand, Professor
Sheryl White, Research Assistant Professor

Biology

Judith Van Houten, Professor and Chair
Rona Delay, Assistant Professor
Miguel Martin Caraballo, Assistant Professor
Jim Vigoreaux, Associate Professor

Communication Sciences

Maria Short, Lecturer
Moira Mulligan, Clinical Assistant Professor

Microbiology and Molecular Genetics

Cedric Wesley, Assistant Professor

Neurology

Robert Hamill, Professor
Marilyn Cipolla, Assistant Professor
Felix Eckenstein, Professor
Helen Langevin, Research Associate Professor
Margaret Vizzard, Associate Professor

Pharmacology

George Wellman, Assistant Professor
Wolfgang Dostmann, Associate Professor
Karen Lounsbury, Associate Professor
Alan Howe, Assistant Professor
Joseph Brayden, Professor
Mark Nelson, Professor and Chair

Deborah Damon, Research Associate Professor
Anthony Morielli, Assistant Professor

Psychiatry

Steve Higgins, Professor
Jim Hudziak, Associate Professor
Paul Newhouse, Professor

Psychology

Bill Falls, Associate Professor
John Green, Assistant Professor
Mark Bouton, Professor
Rik Musty, Professor

Neurosurgery