COLLEGE OF NATURAL RESOURCES  
POLICY STATEMENT ON REWARDS FOR  
FACULTY/STAFF INVOLVEMENT IN INTERNATIONAL WORK  

The health of natural resources and rural communities in Virginia depends on global forces. Faculty and staff in the college play a role in imparting an awareness of these factors and instilling greater cross-cultural understanding in our students and other clientele. Faculty and staff can help students and the general public to comprehend the relationships between (a) international trade, economic development, technology transfers, the global nature of natural resources, political, and social environments, and (b) the well-being of natural resources and society in the Commonwealth. International activities by faculty and staff can help people in other countries and can bring knowledge back to enrich research and education programs at home.

Active involvement in international activities by faculty and staff requires a supportive reward system. International work competes for resources, especially for time, with other teaching, research, and extension responsibilities. Consequently, the signals provided by factors such as promotion and tenure evaluations, salary adjustments, salary savings policies, and overhead policies, can have a significant influence on the willingness of faculty and staff to broaden their programs into the international arena. Also, some international research activities involve large multi-disciplinary projects coordinated by the Office of International Research and Development (OIRED). For these projects, the manner in which credit is shared through assignment of principal or co-principal investigator status can influence participation incentives. The purpose of this document is to define a set of policies for the College of Natural Resources for major factors that may influence incentives for international involvement by faculty and staff. These policies are: (a) policy on evaluation for promotion, tenure, and salaries, (b) overhead policy, (c) salary savings policy, and (d) policy on identification of principal investigators.

a. Policy on Evaluation for Promotion, Tenure, and Salaries

Given the university and college goal of enhancing the international program and curriculum, promotion and tenure policies and salary adjustments should reward international activities in research, teaching, and extension to the same degree that they reward domestic activities. While it is recognized that the appropriate degree of international involvement will vary with the individual’s position or career path, documented scholarship for international activities should carry equal weight with that of domestic scholarship. It is recognized, however, that a balance between both domestic and international programs is most appropriate.

The following set of responsibilities is assigned to help ensure adherence to this policy:

Responsibilities of the faculty or staff member:

- Prior to undertaking an international activity, the faculty or staff member should clearly articulate in writing to the Department Head and/or other appropriate administrator(s) the nature of the activity, accomplishments expected, and benefits to the department of center, college, state, nation, international audience, and professional growth and expertise of the faculty or staff member.
• During or after the international activity, the faculty or staff member should document the scholarship, accomplishments, and impacts through publications, reports, written evaluations by host country collaborators and sponsors, or other means.

• The faculty or staff member should work with the Department Head and/or other appropriate administrator(s) to devise a plan for covering responsibilities on campus or in the state while he or she is abroad.

**Responsibilities of the Department Head, Center Director, or Extension Regional Director:**

• Respond to the faculty or staff member in writing as to the appropriateness of the proposed international activity to that faculty or staff member’s professional development and reward (with a copy to the Dean).

• Reward the participant through salary, promotion, and tenure decisions without differentiating the accomplishments and impacts of international activities from domestic activities. For long-term international assignments on grant funds, a higher salary may be paid, based on university procedures.

• Ensure that the department’s Promotion and Tenure Committee recognizes the value of international activities.

• Solicit peer and external evaluations for faculty promotion and tenure from individuals familiar with international activities in the discipline.

**Responsibilities of the Dean:**

• Reward through salary, promotion and tenure decisions, documented scholarship (accomplishments, impacts) in international activities to the same degree as domestic activities.

**b. Overhead Policy with Respect to International Activities**

Sharing of indirect costs on international grants with departments and/or faculty or staff programs can serve as an incentive for departments as well as faculty or staff members to become involved in international programs. Fifty percent of all overhead received by the college or by the Office of International Research and Development on international grants will be returned to the department(s) of the PI or co-PI on the grant. When multiple departments are involved and the grant is administered by OIRED, allocation of the department portion will be based on the previously agreed-upon faculty or staff time commitments or the amount of cost sharing provided by the various departments. When the grant is not administered by OIRED, overhead will be distributed to departments in proportion to direct costs. Overhead allocations to programs of individual faculty/staff members within departments is left to the policies within individual departments.

**c. Policy on Identification of Principal Investigators**

**Definitions**

The **Principal Investigator (PI)** is the person in the university responsible for initiating and heading the coordination of the research project, both in proposal preparation and in
administration and/or implementation of the funded proposal. All other faculty involved in the project will be listed as either co-principal investigators or collaborators.

A **Co-Principal Investigator (Co-PI)** is a person who has substantial involvement both in the project proposal and operation of the funded proposal.

A **Collaborator** is a person in the university who will make a significant contribution to the operation of the funded proposal.

International programs are initiated either by individual faculty at the department level or by OIRED. In the former case, it is anticipated that the faculty member initiating the project will be the PI and will be able to identify co-PIs and collaborators. If required, the PI will seek the help of OIRED in identifying qualified co-PIs and collaborators. When the program is initiated by OIRED, it is likely that the PI will be a member of OIRED, who will identify qualified co-PIs and collaborators directly from expertise both on and off campus. It is recognized that OIRED will be in a strong position to both initiate and coordinate large multi-disciplinary grants that will be of major importance to the College of Natural Resources.

d. **Salary Savings Policy**

The salary savings policy with respect to international activities is the same as that for domestic activities within the College of Natural Resources.