

e. Organization, Management, and Institutional Commitment

e.1 Organization and Management

e.1.1 Project Director

David M. Mark will continue to be the Project Director. Mark also is Director of the National Center for Geographic Information and Analysis (NCGIA), a research center at UB. The Project Director will have bottom-line responsibility for decisions about program policy and expenditure of funds.

e.1.2 Steering Committee

The key governing body for the project will continue to be a Steering Committee consisting of one project faculty member from each participating academic department. The Steering Committee makes decisions regarding funding of students, or trainee progress in the program, on any rule changes, and on petitions for exceptions to program rules. The Steering Committee meets frequently in the early spring when decisions on admission and funding are being made, and at other times in the year as needed. Routine business of the Steering Committee often is conducted by email.

e.1.3 Staff

Staff support is critical to the effective management of a project such as an IGERT Traineeship program. Primary staff support for the UB IGERT in GIScience is provided by the staff of NCGIA Buffalo. The equivalent of 1.0 FTE of NCGIA staff time will continue to be dedicated to the IGERT project; half of this staff commitment is provided by the University as cost-share, and the other half is charged as a direct cost to the grant. Additional staff support is provided by the home departments of the Fellows.

e.1.4 Advisory Board

The project and the trainees have benefited from the work of an external Advisory Board. We will continue this important dimension of the project management, appointing a Board consisting of about eight leading researchers and educators in GIScience, chosen to reflect the disciplines active in the IGERT program. The Advisory Board will meet once a year in Buffalo, typically in the fall semester. If we are awarded additional funds to support international activities, we also will invite one representative of our international research internship sites to the Board meeting each year. We will establish a rotation schedule whereby Board members normally serve for three years, with about 1/3 being replaced each year, and we will increase the proportion of the Board drawn from industry and government, compared to the composition of the current Board. The Advisory Board has been a highly successful element of our program management (Hill and Chase, 2002).

e.1.5 Council of Chairs

During the first five years of this traineeship project, we established a Council of Chairs of the departments participating in the IGERT project. This Council meets at least once per year. The main purpose for this Council is to ensure that the Chairs of the participating departments and the IGERT program management are aware of each-other's administrative concerns and plans. It also is a step toward institutionalization of the program.

e.1.6 University-wide IGERT Advisory Committee

Recently, the University's Vice Provost for Academic Affairs, who also serves as Dean of the Graduate School, established a University-wide IGERT advisory body, consisting of the Dean of the Graduate School, the Executive Director of the Graduate School, the Deans and key Associate Deans of the College of Arts and Sciences and the School of Engineering and Applied Sciences, the Vice-President for Research, and the Directors of Buffalo's two IGERT projects. This body meets twice a year to coordinate issues common to IGERT projects at UB.