

## UCCCC MEMBERSHIP GUIDELINES

The University of Chicago Medicine Comprehensive Cancer Center (UCCCC) offers membership to faculty, postdoctoral and clinical fellows, and doctoral and medical students, whose efforts support the center's mission to elucidate the determinants of cancer, to develop cures for cancer, to prevent cancer through innovation and collaboration, and to eliminate cancer health disparities. Members are affiliated with one of four research programs, distinguishing them as leaders in the areas of Molecular Mechanisms of Cancer, Immunology and Cancer, Clinical and Experimental Therapeutics, and Cancer Prevention and Control, respectively (see last page for descriptions of the programs). Members also enjoy privileged access to events, services, and funding opportunities. Importantly, the UCCCC is committed to promoting diversity, equity, and inclusion within the cancer research community.

This packet contains information about UCCCC membership categories, member benefits and responsibilities, and instructions for membership application and renewal. **Please direct all questions and concerns to Rita Spiroff ([rspiroff@bsd.uchicago.edu](mailto:rspiroff@bsd.uchicago.edu)).**

### **Membership Categories**

There are three UCCCC membership categories (Full, Associate and Trainee Associate), based on academic status and the degree to which an applicant's research and clinical activities are cancer-focused. Eligibility criteria for each category and associated benefits, are detailed on pg. 4 of this packet.

### **Member Responsibilities and Benefits**

- Access to relevant UCCCC research program activities, including seminars, workshops, retreats, and journal clubs.
- Opportunities for collaboration with colleagues across UCCCC research programs, including grants, publications, and clinical trials.
- Depending on the membership type, access to funding and career development opportunities managed by the UCCCC.
- *For clinical investigators:* Members must comply with all UCCCC policies and procedures as related to the conduct of clinical trials including:
  - Response to and compliance with recommendations of the UCCCC Protocol and Review Committee (PRMC), Data Safety and Monitoring Committee (DSMC), and UCCCC-conducted audits.
  - Participation as member of at least one committee involved in the review and oversight of clinical trials including the PRMC, DSMC, and/or Institutional Review Board (IRB).
    - Faculty with significant institutional leadership roles within the Cancer Center, their Department/Section, and/or BSD are encouraged to serve, but are exempt with approval from UCCCC leadership, from the requirement. Individuals with extenuating circumstances that preclude participation, such as conflicting clinic schedules, may also be exempted.
    - Participation as member of PRMC or DSMC for a minimum of 3 years within any given 5-year period will satisfy this service requirement.

- o Participation as a member of the IRB for a minimum of 2 years within any given 5-year period will satisfy this service requirement.

Applicable policies and procedures can be found at: <https://voices.uchicago.edu/cancer-clinical-research/staff-resources/ucccc-policies-and-sops/>

### **Membership Application and Renewal Processes**

New applicants and those seeking membership renewal must complete an online application form. All Full and Associate member applications are reviewed and voted on by the UCCCC Executive Committee. Trainee Associate member applications will be reviewed by the UCCCC Cancer Research Training and Education Coordination team. Applicants will be notified as soon as the review is complete.

**Access the online UCCCC membership application and renewal form here:** <https://j.mp/33Hzt23>.  
Be prepared to upload a current PDF version of your *curriculum vitae* and to provide the following information:

#### **Application Type**

- New membership; Membership renewal

#### **Applicant Identification**

- Name
- Other names under which you have published
- UChicago ID number

#### **Membership Type**

- Full, Associate, Trainee Associate

#### **Academic Status**

- Degree(s) attained
- Current title\*
- Current trainee status\*\*
- Department
- Start date of current training (MM-YYYY)\*\*
- Expected completion data of current training (MM-YYYY)\*\*

#### **Primary Mentor Information\*\***

- Mentor name
- Mentor contact information (phone & email)
- Mentor UCCCC program affiliation

#### **Desired cancer research program affiliation**

Most UCCCC members are affiliated with one of four programs based on the focus of their research. Associate Trainee members are usually affiliated with the program of their primary mentor. Program descriptions, leaders and current rosters can be found on page 5 of this packet.

\*New applicants are strongly encouraged to contact program leaders, or a member of the UCCCC Executive Committee, to understand the program's scope and the strength of the applicant's alignment.

#### **Cancer-related research activities**

- Summary of your research focus, including relevance to cancer (500 words or less)



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- Description of any interdisciplinary or collaborative cancer-related research with other members of the UCCCC (500 words or less)\*
- Title, IRB# and NCT# of clinical trials for which you are the PI\*

#### **UCCCC-supported shared resources\***

- Please indicate which resources (e.g., Bioinformatics Core Facility, Genomics Core Facility) you use currently or might use in the future.

#### **Cancer-related funding**

- Funding organization (e.g., NIH, ACS, NSF), grant/award title and grant/award number for all cancer-related research funding or training support

#### **Underrepresented status**

The UCCCC is committed to promoting diversity, equity and inclusion within the cancer research community. We collect information about members' identification with populations considered underrepresented in the sciences to facilitate these efforts. For example, the UCCCC may use this information to direct funding opportunities to eligible individuals. Indicating whether you identify as an underrepresented minority is optional and will not impact the evaluation of your membership application.

#### **Personal contact information**

- Work phone, email and mailing address
- Personal email\*\*
- Name and email of administrative assistant, if applicable\*

\* *Full/Associate applicants only*

\*\* *Trainee Associate applicants only*

#### **Membership Renewal**

- Current membership rosters are reviewed annually, typically at the time of submission of the competing or non-competing Cancer Center Support Grant to the National Cancer Institute (NCI). Continued membership requires documentation of a cancer focus for research, grants and publications, collaboration with other UCCCC members, and participation in UCCCC-sponsored initiatives or activities.
- At the time of faculty reappointment or promotion within their primary departments, UCCCC Full and Associate members must apply for membership renewal. Research program leaders also evaluate the extent to which the investigator has actively participated in UCCCC activities. Reappointment requires approval of the UCCCC Executive Committee.
- An Associate member may become a Full member if s/he receives cancer-related funding, is PI of a clinical trial, increases cancer-related research, or otherwise meets the criteria for full membership. Similarly, a Full member may move to Associate member if her/his research has become less cancer-focused, or otherwise does not meet the designated criteria.
- *For clinical investigators:* If at any time, and following review of circumstances and/or appeal, the Clinical Research Advisory and Oversight Committee (CROAC) finds an investigator to be noncompliant with UCCCC policies, the CROAC will recommend that the UCCCC Executive Committee suspend membership privileges.
- All changes in membership, including suspension of membership privileges, require review and a vote by the UCCCC Executive Committee.



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## Membership Categories

	Full Member	Associate Member	Trainee Associate Member
<b>Academic Status</b>	Junior or Senior faculty	Junior or Senior faculty	PhD and medical students, Post-doctoral and clinical fellows
<b>Eligibility Criteria</b>	<p><b>Primary cancer focus</b> in basic, clinical, translational or population research. Evidence of a cancer focus includes one or more of the following:</p> <ul style="list-style-type: none"> <li>• Cancer-related, peer-reviewed funding from a national funding agency</li> <li>• Significant contribution to clinical research (e.g., PI on trials, writing investigator-initiated trials, enrolling large numbers of patients in clinical trials, contributing significantly to publications involving clinical trials)</li> <li>• Publications in cancer-relevant journals as a major contributing author</li> <li>• Extensive collaboration with, and intellectual contribution to, the cancer-focused research of other UCCCC members (for example, significant contribution to peer reviewed program grants, e.g., P or U)</li> </ul>	<p><b>Emerging cancer focus</b> in basic, clinical, translational, or population research and/or makes significant contributions to the research of UCCCC members.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>Cancer-focused clinical activities, including:</b></p> <ul style="list-style-type: none"> <li>• Providing clinical care for significant numbers of cancer patients</li> <li>• Participation in cancer-related disease site tumor conferences</li> <li>• Enrolling patients in cancer clinical trials (but not as PI or trial author)</li> </ul>	<p><b>Primary cancer focus</b> in basic, clinical, translational or population research. Evidence of a cancer focus includes:</p> <ul style="list-style-type: none"> <li>• Significant contribution to the research of a UCCCC member (e.g., as a graduate research assistant)</li> <li>• Clinical fellowship in cancer-related field</li> <li>• Cancer-related, peer-reviewed funding from a national funding agency</li> <li>• Publications in cancer-relevant journals</li> </ul>
<b>Eligible Benefits</b>	<ul style="list-style-type: none"> <li>• Formal secondary appointment within the UCCCC</li> <li>• Discounts for UCCCC Shared Resources</li> <li>• UCCCC funding opportunities (e.g., pilot project grants, early-phase research support)</li> <li>• Recruitment support</li> <li>• Mentorship support for junior faculty</li> <li>• Invitation to UCCCC seminars, symposia, and other sponsored events</li> <li>• Assistance with large multi-disciplinary or multi-departmental grants (e.g., P01s, Center grants)</li> </ul>	<ul style="list-style-type: none"> <li>• Discounts for UCCCC Shared Resources (with pre-approval from the UCCCC Executive Committee)</li> <li>• Comprehensive Cancer Center funding opportunities (e.g., pilot project grants, early-phase research support)</li> <li>• Invitation to UCCCC seminars, symposia, and other sponsored events</li> </ul>	<ul style="list-style-type: none"> <li>• Specialized leadership and career development programming</li> <li>• Priority access to UCCCC programs (e.g., UChicago Cancer Disparities Training Program)</li> <li>• UCCCC-sponsored awards and scholarships (e.g., conference travel grants)</li> <li>• Invitation to UCCCC seminars, symposia, and other sponsored events</li> <li>• Alumni network and support</li> <li>• Social events</li> </ul>

**UCCCC Research Programs**

	<b>Program Goals</b>	<b>Research Themes</b>	<b>Leaders</b>	<b>Members</b>
<b>Molecular Mechanisms of Cancer</b>	Make fundamental new discoveries that explain cancer cell growth and metastasis, and leverage these paradigm-shifting discoveries to meet the most difficult challenges in cancer therapy, diagnosis, and detection	<ol style="list-style-type: none"> <li>1) Epigenetics of cancer and tumor-specific gene expression</li> <li>2) Mechanisms of altered cell growth (e.g., metabolism)</li> <li>3) Altered tumor microenvironment and metastasis</li> </ol>	Barbara Kee, PhD Scott Oakes, PhD  <i>Assistant Leader:</i> Alex Muir, PhD	<a href="#">Here</a>
<b>Immunology and Cancer</b>	Understand the interface between the host immune system and cancer, and use this knowledge to develop effective immunotherapies for the treatment of a broad array of cancer types	<ol style="list-style-type: none"> <li>1) Innate immunity, lymphocyte activation and peripheral inflammation/regulation of tolerance</li> <li>2) Preclinical models of anti-tumor immunity</li> <li>3) Human cancer immunology and immunotherapy</li> </ol>	Thomas Gajewski, MD, PhD Justin Kline, MD	<a href="#">Here</a>
<b>Clinical and Experimental Therapeutics</b>	Foster interaction between basic, translational, and clinical investigators with the ultimate objective of developing innovative, personalized, and effective cancer therapies	<ol style="list-style-type: none"> <li>1) Targeting intracellular signaling</li> <li>2) Targeting the microenvironment</li> <li>3) Biomarker interrogation, optimization and validation</li> <li>4) Developing and cross-cutting themes: Molecular imaging and dose optimization</li> </ol>	Mark Applebaum, MD Akash Patnaik, MD, PhD Wendy Stock, MD	<a href="#">Here</a>
<b>Cancer Prevention and Control</b>	Promote novel cancer population science discoveries through interdisciplinary research, and translate this knowledge into clinical and public health practice to reduce risk and increase survivorship	<ol style="list-style-type: none"> <li>1) Risk and prevention</li> <li>2) Detection and survivorship</li> <li>3) Cross-cutting theme: Local and global health disparities</li> </ol>	Brandon Pierce, PhD Tara Henderson, MD, MPH  <i>Assistant Leader:</i> Loren Saulsberry, PhD	<a href="#">Here</a>

For more information on UCCCC research programs, please visit <https://www.uchicagomedicine.org/cancer/research/research-programs>.