

Membership Policy & Procedure

Introduction

In the spirit of promoting collaboration, membership is open to all faculty of Rutgers; faculty from other institutions; and professionals within and outside of Rutgers who are committed to the vision, mission, and values of the Rutgers Institute for Nicotine & Tobacco Studies (INTS). Membership connotes a commitment to participate in interdisciplinary research, education, and service, as well as to a value system that embraces diversity, equity and inclusion.

All members will be part of a growing community that provides opportunity for learning, networking, and collaboration among experts, partners, and communities. Globally, tobacco caused diseases kill 1 in 10 adults and such deaths are projected to exceed 8 million annually by 2030. Tobacco use disproportionately impacts vulnerable populations. Domestically, high cigarette smoking rates persist among individuals who are economically disadvantaged, racial and ethnic minorities, sexual and gender minorities, and those with mental health and substance use disorders. Globally, the tobacco industry aggressively targets women and youth in low and middle income countries to replace “lost revenue” from declining smoking rates in developed countries. Reducing the health burden from tobacco products requires a multi-disciplinary approach in research, treatment, training, service, and policy change.

Accordingly, **the mission of the INTS is to reduce and ultimately eliminate, tobacco-related morbidity and mortality in New Jersey, the US, and globally.**

We seek to do this via four goals:

- 1) research that informs interventions, regulations and policies;
- 2) the delivery of evidence-based tobacco treatment;
- 3) dissemination of research findings to key stakeholders; and
- 4) training of tobacco treatment providers and the next generation of tobacco researchers.

Application for membership is voluntary and also connotes agreement by the applicant with INTS’s membership goals and objectives.

Membership Committee

A subcommittee of INTS leadership serves as the membership committee. The membership committee is comprised of the following individuals:

- Cristine Delnevo, PhD, MPH, Director
- Mary Hrywna, PhD, MPH, Associate Director
- Michael Steinberg, MD, MPH, Medical Director
- Andrea Villanti, PhD, MPH, Deputy Director

Types of Membership:

1. <i>Core Member</i>	Resident INTS faculty. Exceptions can be made for non-resident faculty serving in a leadership role at INTS or other key INTS function.
2. <i>Associate Member</i>	Non-resident faculty or emeritus faculty with academic appointment at Rutgers University.
3. <i>Affiliate Member</i>	Faculty at other academic institutions who hold investigator roles on INTS grants or scholars who work at the INTS for a pre-determined period of time (e.g., during sabbatical)
4. <i>Trainee Member</i>	Mentored Rutgers doctoral student or post-docs; must be sponsored by a Core or Associate Member.

INTS Member Benefits by Membership Type

Core Member

- Inclusion of member's research project(s) highlights on INTS website, monthly newsletter and/or annual report
- Receipts of INTS calendar of events, newsletters, programs, seminar announcements as well as faculty development activities
- Support letter for university, regional and national awards competitions
- Space provided by INTS
- Administrative and research support, including pre and post award, provided by INTS
- Input into key strategic initiatives and programs at INTS
- Access to philanthropic outreach with INTS development support
- Priority for INTS seed, pilot and bridge funding opportunities (as available)
- Priority for faculty course buy-out program
- Priority for assistance from the Office of Survey Methods & Data Analysis (SMDA)¹
- Eligible for grantsmanship support (e.g., works-in-progress, grant writing workshops)
- Eligible for shared INTS post-doctoral and predoctoral trainees

Associate Member

- Inclusion of member's research project(s) highlights on INTS website monthly newsletter and/or annual report
- Receipts of INTS calendar of events, newsletters, programs, seminar announcements as well as faculty development activities
- Support letter for university, regional and national awards competitions
- Shared workspace at INTS if needed
- Eligible for INTS seed, pilot and bridge funding opportunities (as available)
- Eligible for assistance from the Office of Survey Methods & Data Analysis (SMDA)¹
- Eligible for grantsmanship support (e.g., works-in-progress, grant writing workshops)

Affiliate Member

- Inclusion of member's research project(s) highlights on INTS website monthly newsletter and/or annual report
- Receipts of INTS calendar of events, newsletters, programs, seminar announcements as well as faculty development activities
- Support letter for university, regional and national awards competitions
- Shared workspace at INTS if needed
- Support letter for tenure and promotion (if needed)
- Facilitate requests for adjunct appointments as appropriate

Trainee Member

- Inclusion of member's research project(s) highlights on INTS website monthly newsletter and/or annual report
- Receipts of INTS calendar of events, newsletters, programs, seminar announcements as well as faculty development activities
- Support letter for university, regional and national awards competitions
- Shared workspace at INTS if needed
- Eligible for INTS seed/pilot funding
- Eligible for assistance from the Office of Survey Methods & Data Analysis (SMDA)¹
- Eligible for grantsmanship support (e.g., works-in-progress, grant writing workshops)

¹ Limited to work that is within INTS's scope and mission

Membership Review

Applications will be reviewed by the membership committee. Membership review will occur at three points: 1) initial appointment membership review/onboarding; 2) renewal (biannually); and 3) off-boarding. Renewal reviews will require an updated CV.

Review Criteria

- 1) initial appointment membership review/onboarding will consider:
 - Past and/or current grant funding in the area of tobacco related research (conflicts of interest will be taken into consideration)
 - publications of tobacco related research in peer reviewed journals
 - demonstrated collaboration with other members of INTS or interest in collaborating
- 2) renewal for associate, affiliate and trainee members (biannually):
 - regular participation in INTS research meetings and activities (e.g. Works in Progress, Reviews of Pilot Grants); service on INTS committees (e.g. faculty search committee)
 - participation in INTS continuing educational activities
 - active grant funding in the area of tobacco related research
 - dissemination of tobacco related research
 - active collaboration with other INTS members

It is not mandatory to meet all criteria; reasonable criteria are determined by the Membership Committee.

Memberships applications can be requested from admin@ints.rutgers.edu