

APPENDIX B

NEW GUIDELINES FOR CTSA RESEARCH PROJECTS

Introduction

In recent years, the CTSA has sponsored a number of research projects dealing with a variety of subjects in the field of theology. These projects have constituted a significant contribution to the theological enterprise and to the overall purposes for which the Society exists.

Designation

The research teams working on these projects heretofore have been referred to as either task forces or committees. Neither designation seems appropriate: "task force" has military overtones and "committees" could be interpreted narrowly as the parliamentary bodies governed by Robert's *Rules of Order*. Accordingly the groups designated to carry out these research projects will henceforth be designated as "research teams."

Preliminary Stages

The initiative for establishing a research team may come from the membership of the Society, its Board of Directors, or the request of an interested outside group. The decision to establish a research team requires majority vote of the Board of Directors. Ordinarily, before a vote can be taken to establish such a project, the Board should direct or receive a feasibility study to ascertain that the project merits sponsorship by the CTSA, that there is a need for it, that the research can be completed within a reasonable time and that the human and physical resources are available to accomplish its goals. On this basis, the Board should prepare a specific mandate indicating the specific goals, the subject area and limitations of the proposed research.

Composition of the Research Team

The leader of the research team, who will be referred to as the Project Director, is appointed by the President of the Society after consultation with the Board of Directors. The Project Director chooses the members of the research team in consultation with the

President of the Society who in turn may receive volunteers or recommendations from the membership or the Board.

The research team should be composed of five to seven persons with widely recognized expertise and promise. The members of the team are ordinarily chosen from the Society, but exceptions to this provision may be allowed. The membership of the team should represent the broad spectrum of theological outlooks represented in the membership of the CTSA itself.

Reports

The goal of the research should be a formal report to the Board of the CTSA with a view to publication by the Society. Progress reports should be submitted annually to the Board of Directors or more frequently if the Board so requests. At the request of the Project Director or at its own discretion, the Board will consider the possibility of providing a forum at the annual meeting for a discussion of the problem and/or reporting the progress of the research.

Rules Governing Research

The research team acts with the responsible academic freedom customary in scholarly enterprises. It sets up its own procedural rules and method of work.

Role of the Board of Directors

The Board of Directors of the CTSA receives and reviews the regular progress reports as well as the final report of the research team. The Board may then take one of the following action steps:

- (a) accept the report as fulfilling the specific mandate given to the research team;
- (b) reject the report as not fulfilling the specific mandate given to the research team;
- (c) return the report to the research team with suggestions for improvement and/or further investigation.

None of these actions implies in any way that the CTSA or its Board either agrees or disagrees with the content of the report or the conclusions reached in the course of the research.

Publication

Ordinarily, if the Board accepts a report it will arrange for its publication either through the CTSA or by some other agency. In

this case the copyright is held in the name of the CTSA. It is understood, however, that for good reason the Board may opt not to sponsor the publication and so inform the Project Director. In the event that the Board rejects a report or otherwise opts for non-publication, the research team remains free to publish in its own name without reference to the CTSA.

Funding

Ordinarily, the initial grant for undertaking a research project will not exceed \$1,500. As need arises, further grants may be authorized by the Board.

In the event that the sale of the published report generates considerable revenue beyond the CTSA investment, these monies will be shared between the CTSA and the members of the research team in a proportion determined by the Board.