

International Engagement & Researcher Screening

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Agenda

- International Engagements and Collaborations
- Requirements Overview
- Researcher Screening—New Hires
- International Visitor Screening

International Engagements and Collaborations

- UF supports and encourages international engagements and collaborations
- Recent concerns from our federal and state partners
 - Unreported outside activities including professional appointments
 - Conflict of interest & conflict of commitment
 - Missing activities and resources on biosketch & other support documents
 - Theft of IP and research data
- In 2020, Florida passed legislation to address some of these concerns

HB7017 At-a-Glance

Section & Title	Requirements
1010.25--Foreign Gift Reporting	UF must report any contract, gift, grant, endowment, award, or donation of money or property of any kind received directly or indirectly from a foreign source with a value of \$50,000 or more during the fiscal year.
288.860--International Cultural Agreements	Limits certain cultural agreements with countries of concern when those countries control the curriculum, or the program poses safety/security risks.
1010.36--Foreign travel, research institutions	UF must establish an international travel program to review and approve all international travel
1010.35--Screening foreign researchers	UF RISC required to review and approve all applications for research and research support positions

* Bill also includes 286.101--Foreign Gifts and Contracts, which has limited applicability to UF since IHEs follow 1010.25

Researcher Screening

- FS 1010.35 Requires that UF screen *all* research and research support positions prior to hire or access to research data or materials.

1010.35(2)(b): “All applicants described in subsection (1) must submit a **complete resume and curriculum vitae, including every institution of higher education** attended; **all previous employment since the applicant’s 18th birthday**; a list of **all published material** for which the applicant received credit as an author, a researcher, or otherwise or to which the applicant contributed significant research, writing, or editorial support; a **list of the applicant’s current and pending research funding** from any source, including funder, amount, applicant’s role on the project, and brief description of the research; and a **full disclosure of nonuniversity professional activities**, including any affiliation with an institution or program in a foreign country of concern. For applicants who have been continually employed or enrolled in a postsecondary education institution in the United States for 20 years or more, the resume may, but need not, include employment history before the most recent 20 years.”

Research & Research Support Positions

- Researcher/Research Support: *a person who directs or conducts research or receives training in the conduct of research or a person who collects, manipulates or controls access to research data.*
 - Also consider position's access to research materials or research data
- UF HR has posted a [list of positions](#) that meet this definition—HR updates frequently
 - Other positions reviewed on a case-by-case basis
- Clinical positions for **patient care only** in HSC are exempt
- Classification applies to recruited and non-recruited positions

Researcher Hire Process—Recruited Positions

Vacancy identified

Position posted in PageUp & marked as research or research support

All applicants screened against Restricted Party list

Search Committee reviews applicants & conducts interviews

College selects finalist

Department notifies UFHR of intent to offer

UFHR sends finalist required questionnaire

UFHR conducts preliminary review, including education verification & background check

UF RISC conducts final review and notifies HR of clearance for hire

Department proceeds with offer to candidate

Posting Research/Research Support Jobs

- Be sure to Set the **Recruitment Process** to “Research Recruitment Process”
- Provide the name of the supervisor in the **Name of Supervisor** field
- Mark “Yes” to the question **Is this posting for a position that is for a researcher or research support?**
- Provide position number(s) in the **Position Number** field

Job Card

- Must assign the **Recruitment Process** with “Research Recruitment Process”.
- Must provide **Supervisor Name** (required field)
- Must answer “Yes” to the question **Is this posting for a position that is for a research or research support?**

Posting Title:*	AST/ASO/FULL PROF
Requisition #:	515920
	Leave blank to automatically create a reference No
Division:*	COLLEGE-MEDICINE
Department:*	29000000 - COLLEGE-MEDICINE
Recruitment process:*	Research Recruitment Process

Name of person being replaced:	
Name of the Supervisor:*	Melissa Curry

Is this part of the AI initiative?:*	<input checked="" type="radio"/> Yes <input type="radio"/> No
Is this posting for a position that is for a researcher or research support?:*	<input checked="" type="radio"/> Yes <input type="radio"/> No

Initiate Supplemental Questionnaire

PageUp **BETA** Jobs People Reports

New applicant | Search by answers to questions | Merge applicants | Select a bulk action

AST/ASO/FULL PROF (515920)

Search Results

<input checked="" type="checkbox"/> All	Submitted	Status	Pref Name	First name	Last name
<input type="checkbox"/>	Oct 28, 2021	New	Alli	Alli	Gator
<input type="checkbox"/>	Oct 28, 2021	New		Spider	Man
<input type="checkbox"/>	Nov 2, 2021	New		Winnie	Pooh
<input type="checkbox"/>	Nov 2, 2021	<i>Requesting Clearance for Researcher Hire</i>		Christopher	Robin
<input type="checkbox"/>	Oct 20, 2021	New		DylanTEST	RognessTEST

Direct Hires

Research and research support hires do not go through the recruitment process:

- The HR Liaison will contact the candidate by email
 - The email sent to the candidate will contain a link to a blind posting designated for their specific type of hire
- Once the candidate is directed to the blind posting, they will select the “Apply Now” button and complete the essential candidate information form and supplemental questionnaire.
- When the questionnaire is submitted by the candidate, UF HR will receive an automatic email notification from PageUp.
- Once the candidate is cleared to move forward in the hiring process, UF HR will notify the hiring department.

Required Questionnaire for Finalists

General information

- Does your CV or resume (submitted here or at the time of application) include all education and employment since high school?
- Has your CV or resume changed since submission of your application?
- Does your CV or resume include all of your professionally published materials on which you are credited or otherwise contributed significant support?

Current & Pending Funding

- Please provide information about your current research funding and support. Please upload a document that is substantially similar NIH Current & Pending form or NSF Other Support Form
- Other Types of Support
 - List all equipment, materials & supplies you intend to bring with you in support of your research regardless of original funding

Professional International Activities and/or Affiliations

- Will you remain engaged in any international professional affiliations and/or activities after you are employed by UF?
 - Title
 - Entity Name
 - Country Where Entity is Located
 - Annual Remuneration
 - Annual Time Commitment

Applicant Experience

Save and jump to: [Home](#) > [Supplemental Questionnaire](#) > [Professional Affiliations](#) > [Agreement](#) > [Submit](#)

Supplemental Questionnaire

Supplemental Form

Your prompt response in completing and submitting this form is very important to our selection process. Please be sure to answer all questions, especially ones with an asterisk, and upload all requested documents.

Does your CV or resume (submitted here or at the time of application) include all education and employment since high school?*

Has your CV or resume changed since submission of your application?*

Does your CV or resume include all of your professionally published materials on which you are credited or otherwise contributed significant support?*

Current Research Funding and Support

Do you currently have research funding and support? *

Research funding includes all resources made available to you in support of and/or related to all of their research endeavors, regardless of whether or not they have monetary value and regardless of whether they are based at the institution the researcher identifies for the current grant.

Save and jump to: [Home](#) > [Supplemental Questionnaire](#) > [Professional Affiliations](#) > [Agreement](#) > [Submit](#)

Professional Affiliations

Professional International Activities and/or Affiliations

Will you remain engaged in any international professional affiliations and/or activities after your are employed by UF?*

Yes
 No
 No international affiliation/activity engagement

Do you have an additional international professional affiliations and/or activities to disclose? (Disclosure #2)

Yes
 No

Do you have an additional international professional affiliations and/or activities to disclose? (Disclosure #3)

Yes
 No

Do you have more international affiliations and/or activities to disclose?

CERTIFY

I certify that all provided information and documents are true, accurate and complete to my best knowledge. I understand that any false statement or omissions made by me on this form may be grounds for disqualification from any employment opportunities at the University of Florida or its affiliated organization. I authorize and release the University of Florida to verify all information submitted on this form and on all my application materials in support of my application for employment.

BY SIGNING BELOW, I certify that I have read and agree with these statements.

Please type in your initials; Your initials will be used as your digital signature.*

Finalist Screening

- HR verifies education and conducts background check
- UF RISC conducts risk-based screening

1010.35 (3): “...The state university or applicable entity may also direct the [Research Integrity Office] to **approve applicants for hire based on a risk-based determination** considering the nature of the research and the background and ongoing affiliations of the applicant.”

- Note: Restricted party screening occurs upon application submission
 - Verified RPS hits removed from applicant pool and not considered by Search Committees

UF Policy On Hosting International Scholars & International Visitors

- Policy applies to all University Colleges, Departments and Units who host International Scholars or International Visitors.
- **International Scholars** means individuals who are coming to the University on a J-1 visa sponsored by the University. This includes all J-1 visa applicants designated as Professor, Research Scholar, or Short-Term Scholars. International Scholars do not include undergraduate or graduate students.
- **International Visitors** means individuals who are not U.S. citizens or permanent residents, who do not meet the definition of International Scholars, and are coming to the University for a period of thirty (30) or more days. International Visitors do not include undergraduate or graduate students.

The International Scholar Review Portal

The International Scholar Visit Review Portal can be found on the International Scholar [webpage](#).

Review requests must be submitted to the portal at least thirty (30) days prior to the extension of the Invitation or at least thirty (30) days prior to any UF imposed visa-processing deadline.

UFIC will not process J-1 visa requests without documentation that the UF RISC review is complete/

Note: UF RISC will not review graduate or undergraduate students submitted through the portal.



Research Integrity, Security and Compliance > International Engagement and Collaborations

INTERNATIONAL ENGAGEMENT & COLLABORATIONS

- > International Research Projects
- > Undue Foreign Influence Overview
- > International Engagement Examples
- > International Scholar Visit
- > Disclosing Activities to NIH
- > Disclosing Activities to NSF
- > Disclosing Activities to Other Agencies
- > FAQs for International Engagement and Collaborations
- > Resources for International Engagement and Collaborations

International Engagement and Collaborations

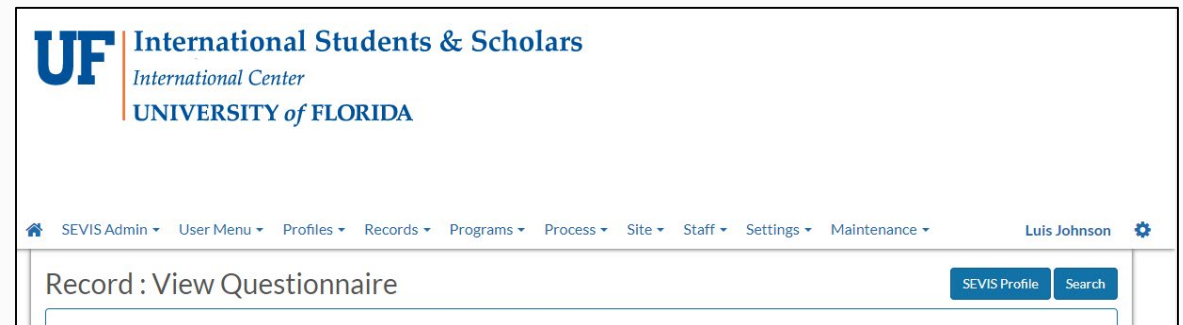
The University of Florida has an international research and academic community. We are committed to providing a safe and secure environment for our international scholars and students. We are also committed to providing a safe and secure environment for our international scholars and students. We are also committed to providing a safe and secure environment for our international scholars and students.

Who Reviews?

Visitor Type:	Reviewers
J-1 Visa Applicants: <ul style="list-style-type: none">ProfessorsResearch ScholarsShort-Term Research Scholars	UF RISC UF International Center
International Visitors: <ul style="list-style-type: none">Individuals who are not U.S. citizens or permanent residents, who do not meet the definition of International Scholars, and are coming to the University for a period of thirty (30) or more days	UF RISC
J-1 Degree Seeking Students J-1 Non-degree Seeking Students F-1 Graduate Students	UF International Center

Issuance of Form DS-2019

- UF RISC approval only constitutes approval to issue an Invitation.
- Sponsoring Departments must follow UFIC procedures and directives in order to request a Form DS-2019 for International Scholars.
- The only change to the DS2019 request is the requirement to upload the approval form from the RISC office.
- The Form DS-2019 must be approved and issued by UFIC on behalf of the University before International Scholars may schedule their visa appointment with an U.S. Embassy or Consulate.



A decorative background consisting of a network of light blue nodes connected by thin lines, forming a complex web-like structure that spans the top and bottom of the slide.

Questions?

Resources

UF RISC Website

<https://research.ufl.edu/compliance.html>

UF RISC International Engagement and Collaborations

<https://research.ufl.edu/compliance/international-engagement-and-collaborations.html>

UFIC Website

<https://internationalcenter.ufl.edu/>

Research and Research Support Positions

<https://hr.ufl.edu/wp-content/uploads/2022/01/Listing-of-Researcher-and-Research-Support-Positions.pdf>

Policy on Export Controls

<https://uf.force.com/PolicyHub/s/article/Export-Control-Compliance#1-policy-statement>

Policy on Hosting International Scholars and International Visitors

<https://uf.force.com/PolicyHub/s/article/Hosting-International-Scholars-and-International-Visitors>