OFFICE OF RESEARCH SERVICES
HEALTH SCIENCES DIVISION
GENERAL INFORMATION

Official Name & Address

Loyola University Chicago
2160 S. First Avenue
Maywood, Illinois 60153-3328

Research Office General Phone (708) 216-8433
Research Office Fax (708) 216-8231

Authorized Institutional Officials (Signatories)

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Health Sciences Division
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x68537
smeyer1@luc.edu

Indicate Dr. Callahan for ink signatures.
Indicate Ms. Pugl for electronic signatures.

Grant and Contract Administration

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Tech Transfer
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Paralegal
rbeyler@luc.edu
### Clinical Research

<table>
<thead>
<tr>
<th><strong>LUC (University) Clinical Research Office</strong></th>
<th><strong>LUMC (Hospital) Clinical Research Office</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Colleen Fitzgerald, MD, x63387 Director</td>
<td>Katie Van Meurs, x64412 Clinical Research Operations Manager</td>
</tr>
<tr>
<td><a href="mailto:cfitzgerald@lumc.edu">cfitzgerald@lumc.edu</a></td>
<td><a href="mailto:katherine.vanmeurs@lumc.edu">katherine.vanmeurs@lumc.edu</a></td>
</tr>
<tr>
<td>Jessica Shore, PhD, x62027 Senior Director</td>
<td>Ivonne Arroyo, x68808 Clinical Research Business Analyst</td>
</tr>
<tr>
<td><a href="mailto:jshore@luc.edu">jshore@luc.edu</a></td>
<td><a href="mailto:ivonne.arroyo@luhs.org">ivonne.arroyo@luhs.org</a></td>
</tr>
<tr>
<td>Brianna Burke, x64282 Operations Manager</td>
<td></td>
</tr>
<tr>
<td><a href="mailto:bburke5@luc.edu">bburke5@luc.edu</a></td>
<td></td>
</tr>
<tr>
<td>Pat Duran, x60291 Budget Analyst</td>
<td></td>
</tr>
<tr>
<td><a href="mailto:pduran@luc.edu">pduran@luc.edu</a></td>
<td></td>
</tr>
<tr>
<td>Gabriela Sandoval, Financial Coordinator</td>
<td></td>
</tr>
<tr>
<td><a href="mailto:gsandoval@luc.edu">gsandoval@luc.edu</a></td>
<td></td>
</tr>
</tbody>
</table>

### Regulatory Compliance & Committee Information

#### Institutional Review Board (IRB)

- Federal Wide Assurance No. 00017487
- Approval expires 03/31/2020
- Kenneth Micetich, MD, x73144 Chair
  - kmiceti@lumc.edu

- Cynthia Tom-Klebba, x66198 Director, Human Research Protections
  - ctomklebba@luc.edu

- Angie Carrico, x64608 Assistant Director
  - acarrico@luc.edu

- Linda Millbrandt, x64567 Regulatory Compliance Monitor
  - lmillbr@luc.edu

#### Institutional Animal & Use Committee (IACUC)

- Multiple Project Assurance No. A3117-01
- Approval expires: 02/28/2022
- AAALAC Accredited (#000180, issued 11/17/2016)
- USDA Licensed (#33-R-0024, expires 08/24/2020)
- OLAW (D16-00074, expires 02/28/2022)
- Jawed Fareed, PhD, x65581 Chair
  - jfareed@luc.edu

- Antonio Valero, DVM, LATG, CPIA, x64288 Director
  - avalero@luc.edu

- Peggie Young, x65997 Administrative Secretary
  - pyoung4@luc.edu

#### Radiation Safety

- Robert Wagner, MD, x68667 Chair
  - rwagner@lumc.edu

#### Institutional Biosafety Committee (IBC)

- Thomas Gallagher, PhD, x64850 Chair
  - tgallagher@luc.edu

- Matthew Hejna, x66738 IBC Coordinator
  - mhejna@luc.edu

#### Research Compliance Officer

- Matthew Hejna, x66738 Director of Research Compliance & Safety
  - mhejna@luc.edu
## HSD Schools

### STRITCH SCHOOL OF MEDICINE (SSOM)
- **Interim Dean**
  - Sam Marzo, MD
  - smarzo@lumc.edu

- Nancy Villarreal, x63960
  - Executive Assistant
  - nivillarreal@luc.edu

- **Vice Dean for Research**
  - Meharvan Singh, PhD
  - msingh@luc.edu

- Maria Pelc, x68434
  - Administrative Assistant II
  - mpelec@luc.edu

- **Assistant Dean for Student Research (STAR)**
  - Gail Hecht, MD
  - ghecht@lumc.edu

- Maria Pelc, x68434
  - Administrative Assistant II
  - mpelec@luc.edu

- **Administration**
  - Mike Budzynski, MBA, x64976
  - Vice Dean of Administration
  - mbudzynski@luc.edu

- Kristin Wojtulewicz, x72703
  - Director of Business Operations, SSOM
  - kwojtul@luc.edu

- **Assistant Dean for Basic Science and Postdoctoral Affairs**
  - Ruben Mestril, PhD
  - rmestri@luc.edu

### MARCELLA NIEHOFF SCHOOL OF NURSING (MNSON)
- **Dean**
  - Lorna Finnegan, PhD, MSN
  - lfinnegan2@luc.edu

- Mickie Ansted, x69277
  - Executive Assistant
  - mansted1@luc.edu

- **Associate Dean for Research**
  - Karen Saban, RN, PhD, APN, CNRN, FAAN
  - ksaban@luc.edu

- **Administration**
  - Annie McCormack, x62226
  - Director of Finance and Business Operations, MNSON
  - amccorm@luc.edu

- **Research**
  - Nancy Hernandez, x69687
  - Grant & Financial Services Coordinator
  - nherandez10@luc.edu

### PARKINSON SCHOOL OF HEALTH SCIENCES AND PUBLIC HEALTH (PSHSPH)
- **Interim Dean**
  - Kathleen (Kathy) Bobay, PhD, RN, NEA-BC, FAAN
  - kbobay@luc.edu

- Roberta Dvells, x60990
  - Administrative Assistant
  - rdvells@luc.edu

- **Administration**
  - Samantha Dummm, MBA, x79012
  - Administrative Director
  - sdummm@luc.edu
## Office of Advancement

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andrea Wynne, x63209</td>
<td>Associate Vice President, Health Sciences Division</td>
<td></td>
<td><a href="mailto:awynne@luc.edu">awynne@luc.edu</a></td>
</tr>
<tr>
<td>Stephanie Kimmel, MBA, x56065</td>
<td>Director, Corporate and Foundation Relations</td>
<td></td>
<td><a href="mailto:skimmel@luc.edu">skimmel@luc.edu</a></td>
</tr>
</tbody>
</table>

## Postaward Administration (Account Setup & Budget Appropriations) and Business Operations

### HSD Finance

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Craig Duetsch, x62231</td>
<td>Assoc. Provost of Finance &amp; Administration, HSD</td>
<td><a href="mailto:cduetsch@luc.edu">cduetsch@luc.edu</a></td>
</tr>
<tr>
<td>Joanna Nabozna-Wasilewska, x65804</td>
<td>Director of Finance &amp; Business Operations, HSD</td>
<td><a href="mailto:jnabozn@luc.edu">jnabozn@luc.edu</a></td>
</tr>
<tr>
<td>Juana Arauz, x63759</td>
<td>Senior Financial Analyst</td>
<td><a href="mailto:jarauz@luc.edu">jarauz@luc.edu</a></td>
</tr>
<tr>
<td>Alex Hollibaugh, x68783</td>
<td>Financial Analyst</td>
<td><a href="mailto:ahollibaugh@luc.edu">ahollibaugh@luc.edu</a></td>
</tr>
</tbody>
</table>

### Business Operations

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Samantha Dumm, MBA, x79012</td>
<td>Administrative Director, PSHSPH</td>
<td><a href="mailto:sdumm@luc.edu">sdumm@luc.edu</a></td>
</tr>
<tr>
<td>Annie McCormack, x62226</td>
<td>Director of Finance and Business Operations, MNSON</td>
<td><a href="mailto:amccorm@luc.edu">amccorm@luc.edu</a></td>
</tr>
<tr>
<td>Kristin Wojtulewicz, x72703</td>
<td>Director of Business Operations, SSOM</td>
<td><a href="mailto:kwojtul@luc.edu">kwojtul@luc.edu</a></td>
</tr>
</tbody>
</table>

## Financial Officer Responsible for Fiscal Reporting and Where Payment Should Be Sent

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brian Slavinskas, x58730</td>
<td>Senior Director, Sponsored Program Accounting</td>
<td><a href="mailto:bslavin@luc.edu">bslavin@luc.edu</a></td>
</tr>
</tbody>
</table>

Loyola University Chicago
Sponsored Program Accounting
820 N. Michigan Avenue
Lewis Towers, 13th Floor
Chicago, IL 60611
Phone 312-915-8723
Fax 312-915-8705

Sponsored Program Accounting Central Email
grantcon@luc.edu

Please refer to the Sponsored Program Accounting website for current staff listing:
http://www.luc.edu/spa/contact_us.shtml
**General Institutional Information**

Organization Component Codes ................................................................. 01 School of Medicine  
........................................................................................................ 01 School of Nursing  
Federal Tax ID Number ........................................................................... 36-1408475  
LUHS (hospital) Federal Tax ID Number ............................................... 36-4015560  
Entity ID Number .................................................................................... 1361408475A2  
Congressional District ............................................................................ IL-007  
**DUNS Number (LUC)............................................................................... 791277940**  
  LUMC/LUHS (hospital) DUNS Number .............................................. 963910265  
  Hines VA DUNS Number .................................................................. 187174339  
CAGE NUMBER ........................................................................................ 9M268  
FICE NUMBER ......................................................................................... 001710  
IDHR NUMBER ........................................................................................ 91707-00-0  
IRB FWA – Human Subjects Assurance Number ................................... 00017487  
IACUC Animal Welfare Assurance Number .......................................... A3117-01  
IPF Code: ............................................................................................... 4689203  
NTEE (National Taxonomy of Exempt Entities) Code ................................ B43  
European Union Participant Identification Code (PIC) .......................... 955390443

**FILED ASSURANCES:**
- CIVIL RIGHTS - TITLE VI (#23-0580) (HEW 441) .................. Filed Date: 06/19/2001 (HHS690)  
- HANDICAPPED INDIVIDUALS - SECTION 504............................ Filed Date: 06/19/2001 (HHS690)  
- SEX DISCRIMINATION - TITLE IX.............................................. Filed Date: 06/19/2001 (HHS690)  
- AGE DISCRIMINATION ................................................................. Filed Date: 06/19/2001 (HHS690)  
- DRUG-FREE WORKPLACE ............................................................ Filed Date: 04/06/1989  
- SCIENTIFIC MISCONDUCT (#4689201)................................. Filed Date: 01/30/1998 (HHS6315)  
- DRUG-FREE ASSURANCE: .............................................................. Filed Date: 04/06/1989  
- DEA REGISTRATION: ................................................................. PLO182188

**Budget Information**

**Fringe Benefit Rates FY 2020 SSOM**

<table>
<thead>
<tr>
<th>Category</th>
<th>Rate</th>
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</thead>
<tbody>
<tr>
<td>Faculty</td>
<td>22.2%</td>
</tr>
<tr>
<td>Staff</td>
<td>22.1%</td>
</tr>
<tr>
<td>Graduate Student Tuition</td>
<td>39.2%</td>
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<tr>
<td>Grad Student Health Insurance</td>
<td>9.1%</td>
</tr>
<tr>
<td>Part-Time Faculty &amp; Staff</td>
<td>7.8%</td>
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<tr>
<td>Non-Grant AU Fringe Rate</td>
<td>30.0%</td>
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**Fringe Benefit Rates FY 2020 MNSON**

<table>
<thead>
<tr>
<th>Category</th>
<th>Rate</th>
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<tbody>
<tr>
<td>Faculty</td>
<td>26.5%</td>
</tr>
<tr>
<td>Staff</td>
<td>28.4%</td>
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<tr>
<td>Graduate Student Tuition</td>
<td>39.2%</td>
</tr>
<tr>
<td>Grad Student Health Insurance</td>
<td>9.1%</td>
</tr>
<tr>
<td>Part-Time Faculty &amp; Staff</td>
<td>7.8%</td>
</tr>
</tbody>
</table>

Federal Salary Cap = $192,300

NIH NRSA Predoctoral Stipend: $24,816

**NIH NRSA Postdoctoral Years of Experience and Stipend Levels**

<table>
<thead>
<tr>
<th>Years</th>
<th>Stipend</th>
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<tbody>
<tr>
<td>0</td>
<td>$50,004</td>
</tr>
<tr>
<td>1</td>
<td>$50,376</td>
</tr>
<tr>
<td>2</td>
<td>$50,760</td>
</tr>
<tr>
<td>3</td>
<td>$52,896</td>
</tr>
<tr>
<td>4</td>
<td>$54,756</td>
</tr>
<tr>
<td>5</td>
<td>$56,880</td>
</tr>
<tr>
<td>6</td>
<td>$59,100</td>
</tr>
<tr>
<td>7 or More</td>
<td>$61,308</td>
</tr>
</tbody>
</table>

Mileage rate in Calendar Year 2019 = 58 cents per mile
Capital Equipment ≥ $5,000

Future year increases = 3%

**Cost Sharing (In-Kind or Matching Funds):** Requests to include cost share (including in-kind or matching funds) must be preapproved by Dr. Margaret Callahan, Provost for Health Sciences Division. Be mindful that cost sharing negatively impacts our future F&A rates. F&A is used to help cover our operating costs (staff salary, utilities, building maintenance, etc.), so it is important that we recover all we can.

### Facilities and Administrative Costs (F&A), a.k.a. Indirect Costs (IDC)

Cognizant Agency: DHHS
Contact Person: Arif Karim, 214-767-3261
DHHS Agreement Date: 04/22/2019
Effective through 06/30/2022
Base: Modified Total Direct Cost (MTDC)

Exemptions: Equipment, capital expenditures, charges for patient care, (facility) rental costs, tuition remission, scholarships and fellowships, participant support costs, and the portion of each subaward in excess of $25,000.

**F&A Rates**

**Federal Sponsored Projects:**

<table>
<thead>
<tr>
<th>Fiscal Year (July-June)</th>
<th>On-Campus Organized Research</th>
<th>On-Campus *Other Sponsored Activity</th>
<th>Off-Campus All Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY20</td>
<td>52.5%</td>
<td>40%</td>
<td>26%</td>
</tr>
<tr>
<td>FY21</td>
<td>53.5%</td>
<td>40%</td>
<td>26%</td>
</tr>
<tr>
<td>FY22</td>
<td>54.0%</td>
<td>40%</td>
<td>26%</td>
</tr>
</tbody>
</table>

*Other Sponsored Activity* includes programs and projects that involve the performance of work other than organized research or instruction (e.g., community service, public outreach, conferences, and seminars) or for activities where there is no training of students, data collection, or evaluation of any kind.

**Reduction or Waiver of F&A Rates:**

Requests to either reduce or waive our F&A rates must be preapproved by Dr. Margaret Callahan, Provost for Health Sciences Division. Be mindful that reductions/waivers of F&A result in cost sharing, which negatively impacts our future F&A rates. F&A is used to help cover our operating costs (staff salary, utilities, building maintenance, etc.), so it is important that we recover all we can.

### Graduate School

Leanne Cribbs, PhD, x72817
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Graduate Programs Administrator
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Ann Kennedy-Czahor, x63535
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Margarita Quesada, x63532
Administrative Secretary
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**Graduate Student Stipend (SSOM)**

$30,000

**Graduate Student Stipend (MSON)**

$20,000
Tuition & Fees

Tuition
Per credit hour $1,096

Course Fees (per course):
Thesis Supervision: Course 595 $500
Dissertation Supervision: Course 600 $1,935
Master's Study: Course 605 $565
Doctoral Study: Course 610 $1,350

Mandatory Fees
Student Activity Fee, per semester (except for students in online programs) $600
Health Fee, per semester (except for students in online programs) $170
Fitness Center Fee, per semester (except for students in online programs) $172
Computer Lab/Technology Fee
  Registered for 9 or more hours $125
  Registered for 4 to 8 hours $65
  Registered for 1 to 3 hours $30
Student Health Insurance Premium, annually $3,095
  For eligibility and information, visit http://www.luc.edu/bursar/insurance.shtml

Other Graduate Fees
Matriculation Fee (payable at time of registration) $100

Fees for All Schools and Divisions
Breakage/Damage Fee in Labs As billed
Judicial Fines As billed
Late Registration Fee (not refundable) $50
Late Payment Fee 1.5% monthly
Miscellaneous Charges As billed
Parking Permit Rates As billed
Parking Tickets/Fines As billed
Rambler Bucks As billed
Returned Check Fee $40
Replacement Refund Check Fee $25
Room & Board Rates As billed
Room Damages Fees As billed

Please note: All tuition and fees are subject to change.

Last updated: July 2019