

**Research Administration Advisory Council (RAAC)
Committee-at-Large**

Tuesday, May 19, 2015, 3:00 – 4:20 pm
Ross School of Business
701 Tappan Street
Room R0320

AGENDA

1. **Introductions of Members and Guests:** (*Debbie Talley*) [3:00 - 3:05]
2. **Presentation:** RAAC Metrics Subcommittee (*Dan Stanish*) [3:05 – 3:35]

The complete slide deck is attached to these minutes

Dan shared the six month update for the RAAC Metrics subcommittee.

The main project that the subcommittee worked on is the ORSP Satisfaction Survey Redesign. The new surveys were launched in April 2015 and now include a survey at Proposal Submission, Award and Unfunded Agreement. The original survey only went out at time of award. There was a concern that sending a survey out only at time of award skewed the results toward the positive.

There was a question about the survey and if it's anonymous. It is not anonymous, but the results are confidential and only accessible to the leadership team at ORSP. ORSP does want to be able to follow up with a customer who has a serious complaint.

Sometimes we do have a complaint from a PI who may be complaining about someone in their area (e.g. they don't know they are writing to ORSP)

Dan has been working with Katie M has some question that
Create a separate survey for Tech Transfer

Ques; do we have numbers that provide % of faculty and administrative staff

Other projects that RAAC Metrics is working on:

- Suite of Metrics Reports
- Outstanding Sponsor Reports
- Team Metrics
 - Anticipated
-

3. **RAAC Process Request:** Volunteers for Two New Task Forces (*Beth Brant*) [3:35 – 3:40]

Beth shared a request for two task forces

Question: how long are the task forces for?

Can the unit commitment be for a limited time commitment?

4. Update: ITS (Cathy Handyside) [3:40 – 3:50]

1. Upgraded system software 1t week in May. There were a couple of problems that have been corrected 5/11. Is it true that things are back to normal operation? Yes, it has gotten better. Please put in a help desk ticket if you continue to have problems.
- b. New NIH biosketch rules that are not yet impleted in the system yet. There was a RAP that came out recently that addressed this problem. The plan is to put it in the system this coming Saturday, May 23, 2015.
- c. Removed the salary
- d. Updated the subaward download file
- e. Improved the duplicate file error
- i. Fixed the date format on the PHS supplemental form

1) As of July 1, 2015, there is a new fiscal year and it is time to disclose. If you try to submit a proposal for PHS, you will get dinged

2) 6/25 at 5:00 the HR system will not be available for that Friday, Sat and Sun. there is a July 6th NIH deadline. Will not be able to look up HR appts for your PAF and you will not be able to create a new person and add them to you PAF. There will be a RAP that goes out about this.

5. Update: Sponsored Programs (Debbie Talley) [3:50 – 4:00]

6. This morning, Debbie sent an email out about the NSF audit. SPO has informed the SAPOCs
7. IDC rate goes down to 55% effective 7/1/2015
8. SPO has 5 new accountants that have started on Monday, 5/18.
- 9.

10. Update: ORSP (Craig Reynolds) [4:00 – 4:10]

- a. Daryl is at event to recognize faculty who have received their first award
- i. Congratulations to Constance Colthorp ORSP now has 150 web pages vs. 2500
1. Constance - try it in Chrome or Firefox if you have any difficulty seeing the website
2. Reminder that Daryl continues on the VOR task force. Please respond if there
3. The most current version of PEERRS on the website. The requirements have been refined such that a participating investigator has the option if there is human or animal research involve, they can attest in a posted comment that they will not be involved in that part of the project. This has been endorsed by the Research Compliance Advisory Committee.
4. Bryan VanSickle and Craig attended the Federal Demonstrated Project (FDP). Into research.gov. environment for award management

5. Also for NSF public access policy that won't go into effect until Jan 2016. We don't know what that means yet, but we do know that it will require additional work. Energy has also piloted a similar policy. Carole Bach noted that that this is falling on RAs and this isn't being handled by the libraries.
6. The research terms and conditions have gone away with UG. But they will be back in effect in FY 17 – this date is
7. Level 3 sessions will be scheduled soon UG task force hopes
- 8.

11. Closing and Future Meetings: (Debbie Talley) [4:10 – 4:20]

RAAC Committee-At-Large Meeting Dates

- *****NO MEETING IN JUNE*****
- Tuesday, July 21, 2015, 3:00 – 4:30 PM (College of Engineering)
- *****NO MEETING IN AUGUST*****

RAAC Executive Committee Meeting Dates (meetings held in Conference Room 1025, Wolverine Tower)

- Tuesday, June 9, 2015, 3:30 – 5:00 pm
- Tuesday, July 14, 2015, 3:30 – 5:00 pm
- *****NO MEETING IN AUGUST*****



Research Administration Advisory Council

Metrics Subcommittee Update

May 2015

Agenda

- Membership
- Background:
 - RAAC Metrics Charge
 - What Are Metrics?
- Projects
 - ORSP Survey Redesign, Update
 - Suite of Metrics Status
 - Outstanding Sponsor Reports
 - Subcommittee Team Metrics



Membership

Membership: Current

Dan Stanish

ORSP

Chris J. Allan

Institute for Social Research

John Cristiano

Dearborn

Linda Forsyth

College of Engineering

Adam Mall

Sponsored Programs

Heather Offhaus

Medical School

Mike Randolph

ITS-eResearch

Patricia Schultz

School of Dentistry

Catherine Seay-Ostrowski

UMTRI

Bryant Sheppard

Medical School

Yvonne Sturt

ORSP and Sponsored Programs

Membership: Changes

- **New Members**
 - Adam Mall, Sponsored Programs
- **Departing Members**
 - John Moje, ITS Business Intelligence
 - Sara Timm, Sponsored Programs

The background features a complex, abstract pattern of thin, overlapping lines in shades of light blue and white. These lines swirl and radiate from a central point, creating a sense of motion and depth. The overall color palette is cool, with a gradient from a darker greyish-blue on the left to a lighter, more ethereal blue on the right.

Background

Background: RAAC Metrics Charge

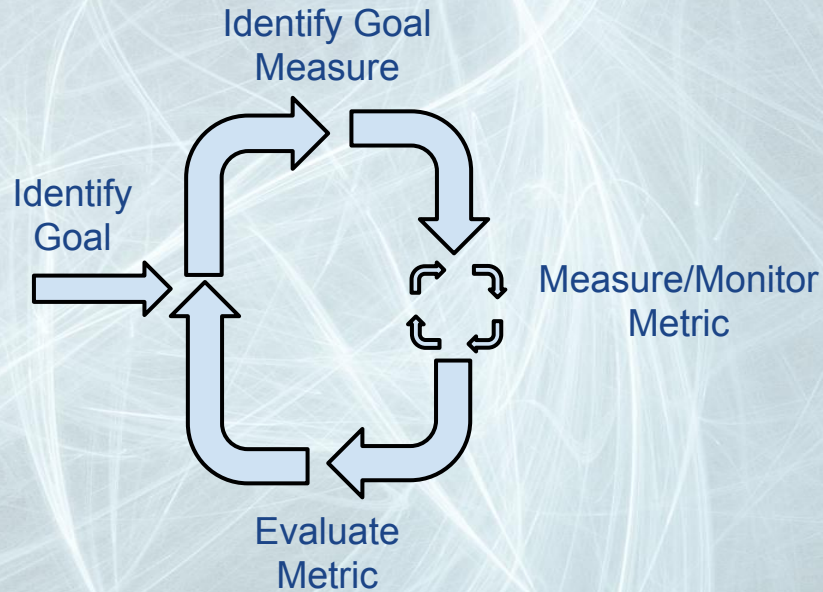
- Assist with identifying where process efficiencies can be accrued.
- Assist with managing workload
- Assist with defining the quality of work performed.

Background: What are metrics?

- “Metrics” = measuring!
- Related to reporting, but different.



Background: Metrics Lifecycle



The background features a complex, abstract pattern of thin, overlapping lines in shades of light blue and white, set against a dark blue background. The lines are most concentrated in the upper right quadrant, where they appear to radiate from a central point, creating a sense of motion and depth. The overall effect is that of a dynamic, digital or organic structure.

Projects

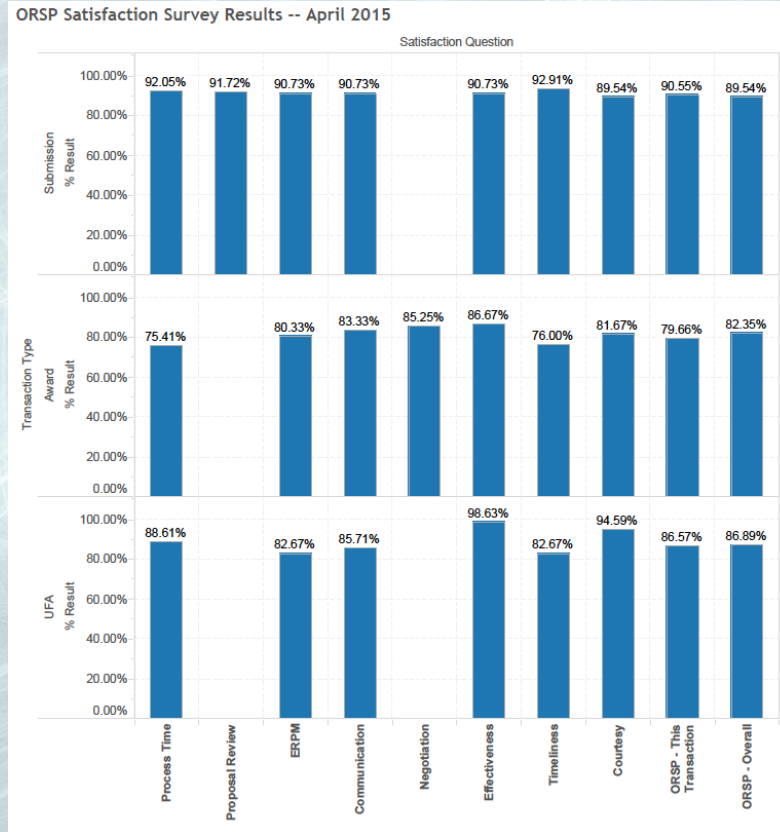
ORSP Satisfaction Survey Redesign

- Started November 2012
- Post-award satisfaction survey request to principal investigator, primary research administrator of awarded proposal
- 2,741 total responses as of March 2015

ORSP Satisfaction Survey Redesign

- Questions reviewed, revised, added to
- CSCAR reviewed
- Updated look
- Consolidation of multiple requests into single email
- Mock survey:
 - Extended explanations
- New satisfaction survey released April 2015
 - 332 responses as of May 18

ORSP Satisfaction Survey Redesign



ORSP Satisfaction Survey Redesign

- Non-RAAC survey tasks remaining:
 - Result distribution, automation
 - Tableau dashboard for results with automated feeds
 - Incorporation of Office of TechTransfer material transfer agreement unfunded agreement.

Current and Ongoing

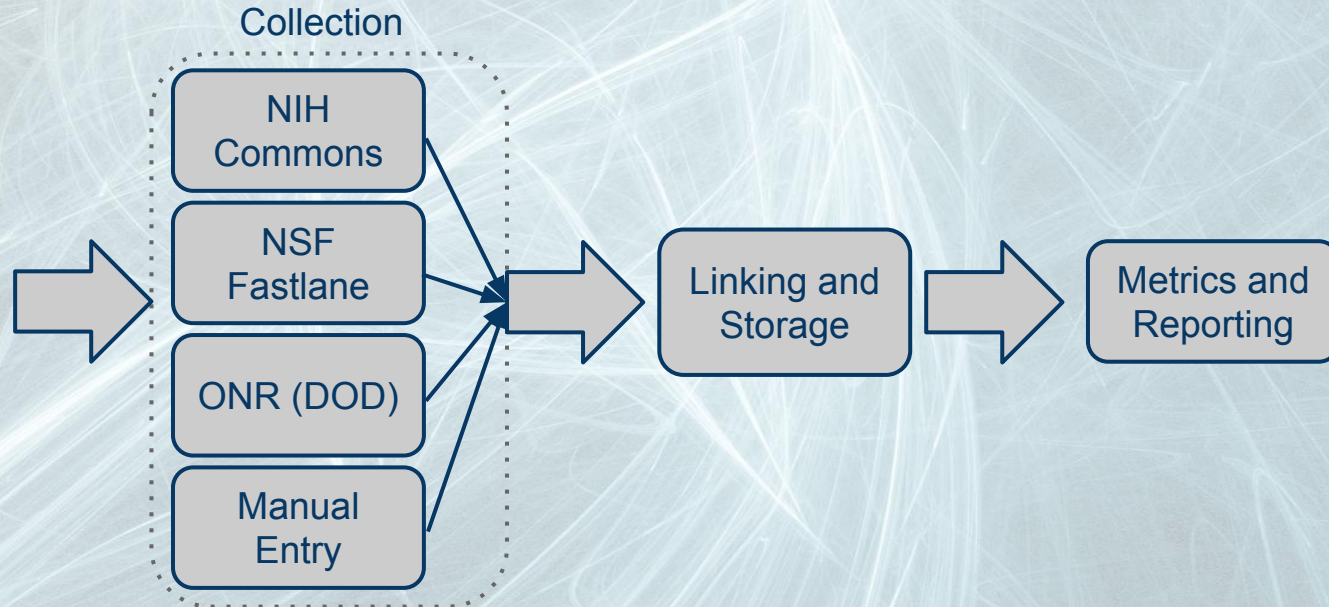
- Status of Pilot Suite of Reports
 - Finalizing list of report reviewers
 - Sixteen school and department individuals identified
 - Meetings being scheduled May and June 2015

Outstanding Sponsor Reports

- Identifying and tracking non-financial reports due to the sponsor.
 - “Bridge” until EPRM Awards module.
- Financial reports already tracked, handled by Sponsored Programs
- Initial look at sponsor systems: NIH, NSF, ONR

Outstanding Sponsor Reports

- Possible Process



Outstanding Sponsor Reports

- Questions:
 - Who collects data? Central, unit, both?
 - Where to store it?
- Create a task force beyond RAAC Metrics

Team Metrics

- Metrics subcommittee split out into teams to develop new metrics for suite of metrics
- Metrics development:
 - Formal metric writeup
 - Implementation of tool or process to collect metrics

Team Metrics

- Six teams
- Projects include:
 - Anticipated Award To Actual
 - FSR Submission Timeline
 - Hit Rates by Faculty Ranking
 - Hit Rates by Sponsor Group and Dollar Award
 - IDC Return Metrics (% of Recovery)

Team Metrics

- **Projects include (continued):**
 - Internal/External Collaborations on Awards
 - Other Support
 - P/G Activation
 - Post Project-Close Financial Transactions
 - Public Access Compliance
 - Research Expenditure Trends
 - Unspent Research Award Funds

The background features a complex pattern of thin, glowing white lines that appear to be drawn or traced across a light blue gradient. The lines are most concentrated in the center and radiate outwards, creating a sense of movement and depth. The overall effect is ethereal and futuristic.

Questions?