Research Administrators' Network Meeting

AGENDA

February 22, 2022
2:00-3:30 p.m.
Zoom Webinar

Welcome & Introductions [2:00-2:10]

Cathy Liebowitz, RAAC Communications Subcommittee Chair
Sue Kelch, Medical School, Guest emcee

Foundation Relations Website [2:10-2:20]

Katie Linder, Associate Director of Foundation Relations
Christina Bennett, Senior Development Assistant

Federal Sponsor Other Support & International Engagements [2:25-2:50]

April Pepperdine, COI Director, UMOR
David Mulder, Assistant Director, Regulatory Affairs – COI, Medical School

Updates [2:50-3:25]

Sponsored Programs - Debbie Talley, Director, Sponsored Programs [2:50-3:00]
Office of Research & Sponsored Projects - Andrea Anderson, Assoc. Director, ORSP [3:00-3:10]
Information and Technology Services - Cathy Handyside, Assist. Dir. of eRPM, ITS [3:10-3:20]
RAAC DEI Workgroup – Chris DeVries, RAAC Project Manager [3:20-3:25]

Closing Remarks [3:25-3:30]

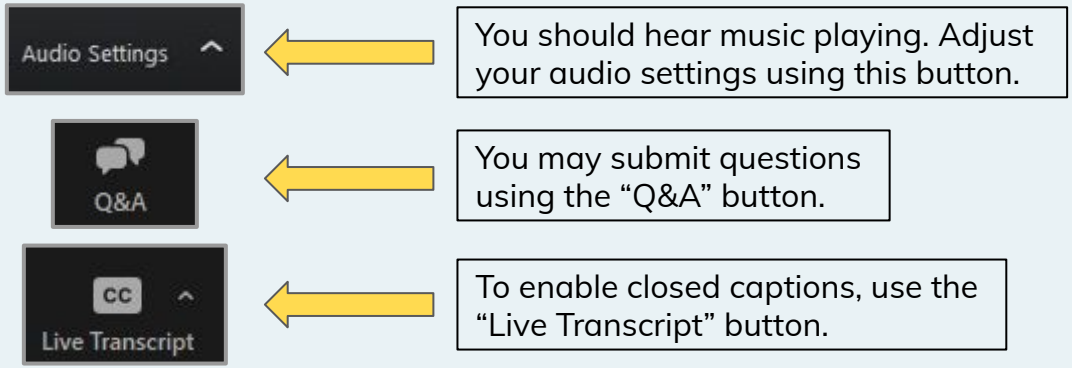
RAN schedule for the rest of this Calendar Year:
http://orsp.umich.edu/ran

Ideas for a future meeting?
Contact ran-plans@umich.edu

Brought to you by the Research Administration Advisory Council (RAAC) Communications Subcommittee.

Welcome to the February 22, 2022 Research Administrators' Network (RAN) Meeting!

The meeting will begin shortly; see the important information below.



For today's meeting, we will cycle the professional development updates prior to the start of the meeting.

The updates will also be shared via PDF later in the meeting.

Professional Development Updates

February 22, 2022
Research Administrators' Network (RAN) Meeting

National Council of University Research Administrators (NCURA)

NCURA
Supporting Research...*together*™
National Council of University Research Administrators

NCURA Region IV

- Region IV Spring Meeting
  - May 8-22, 2022 in Minneapolis, MN.

Visit ncuraregioniv.com for more information

NCURA National

- FRA / PRA Meetings – New Orleans
  - FRA – March 14-15, 2022
  - PRA – March 17-18, 2022
- 64th Annual Meeting
  - August 7-10, 2022
  - In-person and virtual attendance options

Go to ncura.edu for more information

NCURA Webinar Volunteer Opportunities!

NCURA
Supporting Research...*together*™
National Council of University Research Administrators

- Regional volunteer opportunities:

www.ncuraregioniv.com/membershipvolunteer.html

- National volunteer opportunities:

www.ncura.edu/MembershipVolunteering/VolunteerPositions.aspx

Society of Research Administrators International (SRAI)

- **Michigan Chapter Meeting**
  - August 12, 2022 at Western Michigan University in Kalamazoo, MI.
  - Call for speakers was sent out the week of February 18, 2022.

National Organization of Research Development Professionals (NORDP)

National Organization of Research Development Professionals

NORDP National Meeting

- 14th Annual NORDP Conference
  - April 24-27, 2022 (virtual)
  - More information may be found at https://www.nordp.com/nordp-2022

Go to nordpnews.org or nordp.org for more information

Congratulations to our newest Certified Research Administrators (CRAs)!

- Betsy Brouhard, Medical School
- Jane Coffey, Medical School
- Alicia George, Sponsored Programs
- Donelle Goerlitz, Medical School
- Eva Ruff, College of Engineering
- Monica Rondeau, College of Engineering

Welcome to RAN!

February 22, 2022
Research Administrators' Network (RAN) Meeting

Welcome!

RAAC Communications Subcommittee

- Jodi Caviani (Social Work)
- Constance Colthorp (ORSP/Spon Progs)
- Cindy Dames (ORSP)
- Lori Deromedi (UMOR)
- Kathy Devereux (UMOR)
- Chris DeVries (ORSP/Spon Progs)
- Dan Green (LSA)
- Prentiss Laich (Spon Progs)
- Melissa Li (Med School)
- Cathy Liebowitz (ISR)
- Amy Lingle (Engineering)
- Daniela Marchelletta (ORSP)
- Sarena Nuttall (Engineering)
- Becky O'Brien (UMSI)
- Thomas Paluchniak (ORSP)
- Sally Sivrais (Med School)
- Ashley Tyler (Spon Progs/OCA)

Meeting Notes & Details

- This event is being recorded. The presentation and slides will be posted to the RAN webpage.
- Participants' video and microphone are automatically muted. Chat is disabled.
- Live captioning is turned on (you can disable this using your settings).
- You can submit questions via the Q&A function.
- We acknowledge that the University of Michigan is located on the territory of the Anishinaabe people.

Our Agenda

What we have planned for you today

- **Presentations:**
  - New Foundation Relations Website
  - Federal Sponsor Other Support and International Engagements
  - RAAC DEI Workgroup updates
- **Updates:**
  - ORSP, Sponsored Programs, ITS, and DEI

“Every roadmap to success in life begins with a challenge.” ~ Amar Narayan

Community Kudos

2021 aiM Higher Cohorts - Congratulations to our new Certified Research Administrators!

- Alicia George, Sponsored Programs
- Betsy Brouhard, Medical School
- Donnelle Goerlitz, Medical School
- Eva Ruff, Engineering
- Monica Rondeau, Engineering
- Jane Coffey, Medical School
- Daniela Miteva (North Carolina)
- Megan Elmendorf (SUNY-Albany)
- Mary Runner (Wyoming)
- Stefan Brooks (SUNY-Albany)

For a full list of U-M CRAs, visit:
https://orsp.umich.edu/certified-research-administrators

OVPR Research Staff Awards

Nominations are accepted through 2/28/2022, for the following categories:

- Research Staff Leadership Recognition Award
- Research Study Coordinator/Manager Staff Recognition Award
- Research Associate/Assistant/Technician Recognition Award
- Research Data Management and Analysis Staff Recognition Award
- Research Staff Support Recognition Award
- Research Cores/Facilities Staff Recognition Award
- Research Administration Recognition Award
- Outstanding New Research Administration Recognition Award
- Research Staff Safeguard Recognition Award
- OVPR Exceptional Staff Recognition Award

Our Emcee

Sue Kelch, CRA, Medical School

Sue Kelch and NCURA

Sue and Danielle Smith won the NCURA Region IV Meritorious Contributions Award in 2020, recognizing their work to organize and offer U-M's aiM Higher CRA Study Group.

Sue was presented with the Julia Jacobsen Distinguished Service Award at the NCURA 63rd Annual Meeting.

Sue Kelch, CRA and aiM Higher Advocate

Over the course of her career, Sue has worked tirelessly to prompt the profession of Research Administration.

She has been instrumental to the aiM Higher CRA Study Group at the U-M, helping to grow the graduate list from a handful five years ago to more than 100.

For more information on the CRA and the aiM Higher program, please visit: https://orsp.umich.edu/tools-resources/navigate/aim-higher-cra-study-group

To connect with others who have successfully gained their CRA, see: https://orsp.umich.edu/training-workshops/aim-higher-cra-study-group/certified-research-administrators

Guest Emcee

February 22, 2022
RAN Meeting
Sue Kelch, Research Administrator, CRA

The University of Michigan's aiM Higher CRA Study Group

- Sue Kelch, CRA
- Danielle Smith, CRA

Danielle and Sue

aiM Higher
CRA Study Group

- Corinna Burghardt, CRA

- Melissa Li, CRA

- Melissa Karby, CRA

aiM Higher

Target Audience

The **aiM Higher CRA Study Group** is recommended for research administrators in preparing for the Certified Research Administrator (CRA) exam. The benefits of certification:

- Validates their expertise
- Generates professional recognition
- Provides personal satisfaction
- Is an indicator of expertise and knowledge
- Increases their credibility with faculty and other administrators
- May lead to increased employment opportunities
- All can be a role model to other RAs

aiM Higher Facilitates CRA Exam Study Prep

Photo by Sue Kelch

aiM Higher is the University of Michigan guided and self-study program designed to assist research administrators in preparing for the Certified Research Administrator (CRA) exam. The aiM Higher study group is held in

aiM Higher will be offered in Spring 2022.

Registration (Word Doc) for the Spring 2022 aiM Higher CRA study group will be open **through February 28, 2022**.

Date: Every Friday from March 11 - May 13, 2022
Time: 11:30 a.m. - 1:00 p.m.
Location: In order to comply with COVID safety guidelines, these meetings will be held via Zoom
Duration: 10 weeks prior to CRA Exam

See the **list of current U-M Certified Research Administrators** (CRAs)

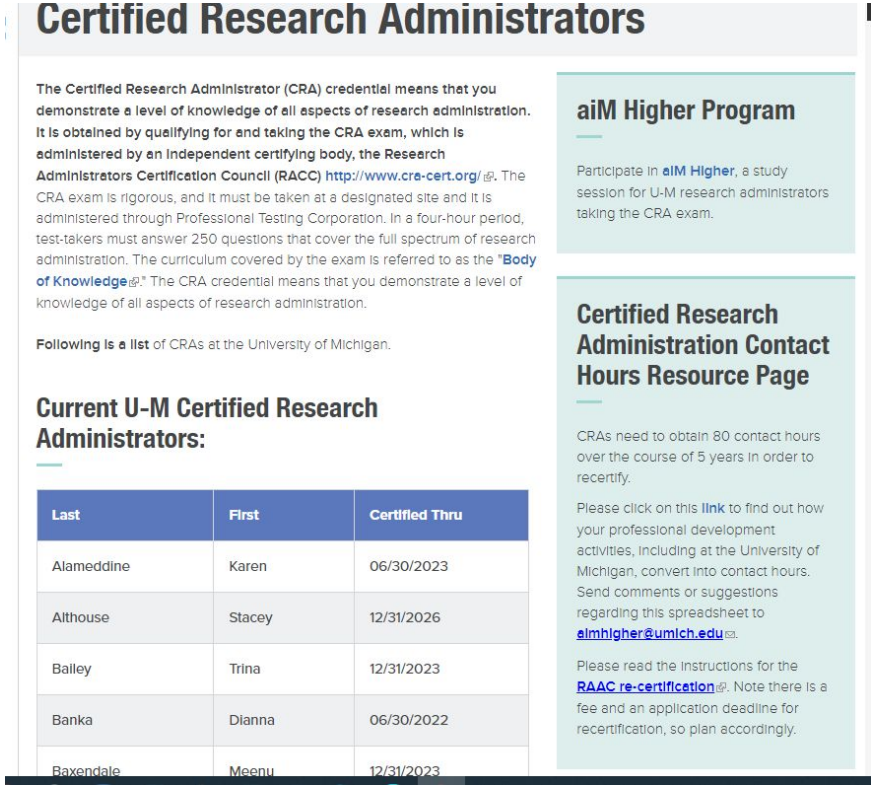
TESTIMONIALS

"I found the Body of Knowledge applicable to nearly all aspects of my job and the group discussions extremely valuable for increasing my understanding of the material. I plan to encourage others to pursue CRA certification, including participation in the CRA study review."

"aiM Higher provides a variety of resources so each person can customize their preparation for the CRA exam."

CRA Victors Website

- Stephanie Blackmore, CRA
- Trina Bailey, CRA
- Brandi Berg, CRA
- Jody Caviani, CRA
- Anita English, CRA
- Patrick Lagua, CRA
- Kamdar Parina, CRA
- Nick Prieur, CRA
- Beth Talbot, CRA
- Liping Wang, CRA
- Katherine Wood, CRA
- Susan Wagner, CRA



Certified Research Administrators

The Certified Research Administrator (CRA) credential means that you demonstrate a level of knowledge of all aspects of research administration. It is obtained by qualifying for and taking the CRA exam, which is administered by an independent certifying body, the Research Administrators Certification Council (RACC) http://www.cra-cert.org/. The CRA exam is rigorous, and it must be taken at a designated site and it is administered through Professional Testing Corporation. In a four-hour period, test-takers must answer 250 questions that cover the full spectrum of research administration. The curriculum covered by the exam is referred to as the "**Body of Knowledge**." The CRA credential means that you demonstrate a level of knowledge of all aspects of research administration.

Following is a list of CRAs at the University of Michigan.

Current U-M Certified Research Administrators:

Last	First	Certified Thru
Alameddine	Karen	06/30/2023
Althouse	Stacey	12/31/2026
Bailey	Trina	12/31/2023
Banka	Dianna	06/30/2022
Baxendale	Meenu	12/31/2023

aiM Higher Program

Participate in **aiM Higher**, a study session for U-M research administrators taking the CRA exam.

Certified Research Administration Contact Hours Resource Page

CRAs need to obtain 80 contact hours over the course of 5 years in order to recertify.

Please click on this **link** to find out how your professional development activities, including at the University of Michigan, convert into contact hours. Send comments or suggestions regarding this spreadsheet to **aimhigher@umich.edu**.

Please read the instructions for the **RAAC re-certification**. Note there is a fee and an application deadline for recertification, so plan accordingly.

I Survived 36 Years You Can Too!

- Use the RA ROADMAP

Danielle Smith, Kelli Buss, Julie Olivero, Sue Kelch, Melissa Li, Heather Offhaus, Craig Reynolds

Research Administration Road Map

- WAZE to help your reach your destination

Foundation Relations Website

February 22, 2022
RAN Meeting
Katie Linder / Associate Director, Foundation Relations
Christina Bennett / Senior Development Assistant,
Foundation Relations

Foundations.umich.edu website

Features include:

- Grantwriter's toolkit with common attachments
- Current funding opportunities, updated weekly
  - Filters for Limited Submission opportunities and Early Career funding
- Foundation profiles
  - Profiles with deep insight and advice into major foundation funders
- Additional foundationrelations.umich.edu website for external audiences with stories highlighting faculty successes

Guest Emcee

February 22, 2022
RAN Meeting
Sue Kelch, Research Administrator, CRA

Rules of the Road

- #1 Make Sure Your Tank is Full
- #2 Use the Map
- #3 Be Courteous
- #4 When You Reach Your Goal:
  Buy A Souvenir and Pick Another Adventure

Rules of the Road #1

- **#1 Make Sure Your Tank is Full**
- Keep yourself charged in the profession of research administration. Join a professional organization and volunteer; there are many opportunities to serve on a committee, run for the board, and share your expertise as a presenter. Get your CRA, the University of Michigan can help with studying for the exam as well as provide many professional development opportunities for you to maintain your certification by obtaining contact hours.

Federal Sponsor Other Support & International Engagements

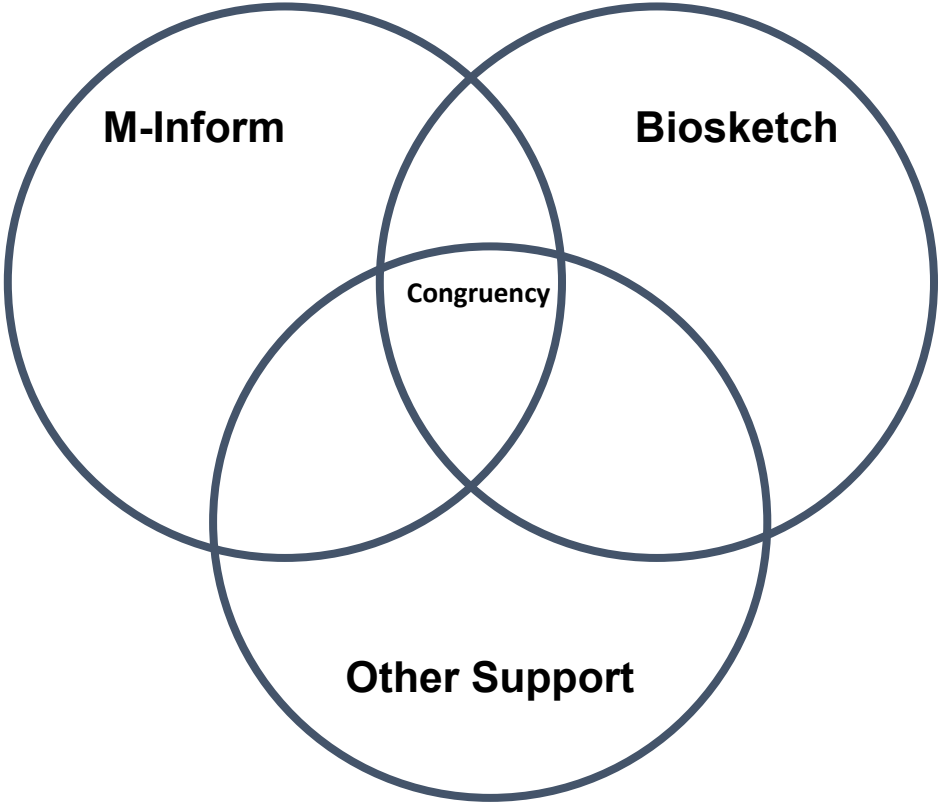
February 22, 2022
RAN Meeting
David Mulder / Assistant Director - Conflicts of Interest & Outside Interests
April Pepperdine / UMOR Conflict of Interest Director

Topics

- Background
- Biosketch
- Other Support
- How RAs can help
- Central Office Review
- Non-NIH Sponsors
- Help/Resources

Background

- NIH implemented new requirements for Biosketches and Other Support, provided to NIH on or after 1/25/2022



Biosketch

- **Template (including format) has changed -** make sure investigators are using the most up-to-date version

- **Most significant change — Section B:** Positions, Scientific Appointments, and Honors
  - List in **reverse** chronological order **all** current positions and scientific appointments both domestic and foreign. Include:
    - All affiliations with entities or governments outside the United States
    - All titled academic, professional, or institutional appointments
    - whether or not remuneration is received
    - whether full-time, part-time, or voluntary (including adjunct, visiting, or honorary)

Other Support

- **Other Support:** Any resources available to support any of an investigator's research endeavors

- Disclose ALL active and pending sources of Other Support

- **NIH Other Support now in two sections:**
  - Projects/proposals
  - In-kind (non-financial) resources

Other Support: Projects/Proposals

- **Projects/proposals, includes:**
    - U-M projects, including those routed through ORSP, internally funded, etc.
    - Projects not routed through U-M or conducted as part of a non-UM appointment
    - Formal external **consulting** arrangements that involves the design, conduct, or reporting of research.

      Examples include:
        - Work that may result in publication in an academic journal
        - Designing a protocol
        - Data analysis
        - Serving on a steering committee for a clinical trial

Other Support: In-Kind Support

- In-kind resources that meet certain criteria must be included in Other Support
- In-kind resources can be a person, place, or thing.
- In-kind resources include, but are not limited to:
  - Personnel (e.g., visiting scholars, visiting students, supported by a non-UM entity)
  - Space (e.g., office space, lab space)
  - Equipment
  - Materials
  - Supplies

Other Support: Additional Details

- The revised NIH Other Support format does **not** include separate sections for: Foreign Components, Foreign Appointments/Affiliations, Foreign Collaborations, Visitors
    - **Note:** Appointment/Affiliation, collaboration, and/or visitor information *may* need to be included as part of an individual entry for a project/proposal or in-kind resource
- For sources of Other Support that are not routed through U-M and are with an entity outside the US, provide **supporting documentation**
    - Documents should be submitted in their original language and, if applicable, with an English-language translation (machine translations are acceptable)
- **Digital signature** is required, using a software application like SignNow

How RAs Can Help

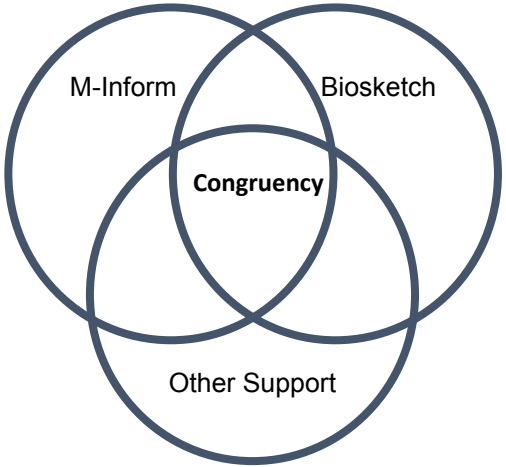
- Familiarize yourself with most recent sponsor requirements, and be on the lookout for additional changes.
- Ensure the following:
  - Correct sponsor format is used, including overlap statement(s)
    - For example, if none exist, state: “None of the active/pending projects listed above represents an overlap of science, budget, or committed effort.”
  - Electronic signature is completed, as required
  - Flatten Other Support PDFs after signature to meet file size limit
  - Supporting documentation is included in Other Support, as needed

Central Office Other Support Review

ORSP Staff review all Other Support and Current & Pending Support for:

- No expired projects in “Active” status
- No investigator reports more than 12 Calendar Months of effort
- Completed “Overlap” statement(s)
- Investigator signatures
- Compliance with sponsor formatting requirements

Central Office Other Support Review



COI Office Staff review Sponsor Documentation and M-Inform Disclosures at JIT/Award for investigators with international engagements

ORSP & COI Staff

- Work with Project Team to make any necessary updates
- Assist in submission of revised sponsor documentation, if required

Throughout the Award

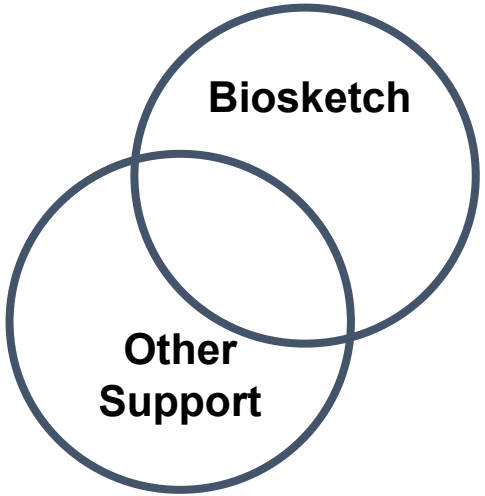
- **New Sources of active Other Support** (not pending) should be reported in the annual Research Performance Progress Report (RPPR).

- **Previously undisclosed** sources of Other Support that should have been reported at JIT or in the RPPR, but were not, need to be reported to NIH within 30 days.

Contact Other.Support.Questions@umich.edu **immediately** if you become aware of previously undisclosed Other Support.

- **Seek prior approval for Foreign Components**

And Now, a Word from our Other Sponsors



- Generally, compliance with NIH's requirements means compliance with other sponsors (e.g., NSF). However:
  - Only NIH currently requires supporting documentation
  - Only NIH currently requires electronic signature
  - NSF requires overlap statements for each project
  - Consult the U-M Disclosure Matrix for additional sponsor-specific nuances

Help!

COI staff - COI.Support@umich.edu

- M-Inform disclosures
- Ongoing one-on-one consultations
- Office hours during July disclosure period
- General questions about outside interests/potential conflicts of interest

Other Support Review Team - Other.Support.Questions@umich.edu

- Initial proposal submissions (i.e., Biosketches, Foreign Components)
- JIT Materials:
  - Other Support
  - Supporting documentation
- Progress reports (RPPRs)
- Previously undisclosed Other Support

When in doubt: Disclose/Report!

When in doubt: Reach out! Either email address or office can help connect you to the right resources.

Resources

- Upcoming Navigate webinar on March 24th, 1-2pm
- Disclosure Matrix shows what to disclose in Other Support and M-Inform
- Outside Activity Disclosure Guidance

- NIH Other Support Reporting and Biosketch web pages, including:
  - Checklist for NIH Biosketches, Other Support, and RPPRs
  - Other Support Template
  - Common Other Support Examples - including Joint Institute
- NSF Current & Pending Support and Biosketch web page
- New Other Support Review Process web page
- Email questions to Other.Support.Questions@umich.edu for sponsor documentation or COI.Support@umich.edu for M-Inform disclosures

Questions

Guest Emcee

February 22, 2022
RAN Meeting
Sue Kelch, Research Administrator, CRA

Rules of the Road #2

- **#2 Use the Map**
- Ask for help if you need it. Tap into your network of fellow Research Administrators that you collaborate with at your institution, through your professional organization, and LinkedIn. Research Administrators lift and promote their colleagues.
- Then pass your marked map to others, so they may benefit from your experience and avoid construction delays, potholes, and dead ends.

Rules of the Road #3

- **#3 Be Courteous**
- Congratulate your researchers on their awards and ask them about their research. Work with other administrators, and researchers and treat them as you would like to be treated. Remember, you are part of something great, whether it be innovative treatments and surgeries, landing a person on the moon, or discovering a vaccine. And by the way, I have worked in departments that have done all of the above.

Rules of the Road #4

- **#4 When You Reach Your Goal, Buy A Souvenir and Pick Another Adventure**
- When you reach your destination, relax, enjoy the view, keep a memento, and choose another adventure. There is always something new and exciting in Research Administration.

Sponsored Programs Update

February 22, 2022
Research Administrators' Network (RAN) Meeting
Debbie Talley, Director, Finance-Sponsored Programs

Reports and
More Reports!

Thank
YOU!

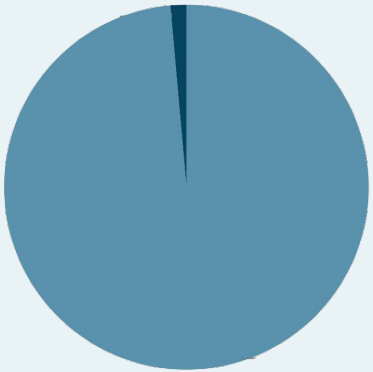
Peak Season Statistics

98.56%

of Reports Completed!

Reports to Complete Goal: 2,368

Reports Completed: 2,334



Spring Cleaning!

Teamwork makes the DREAMWORK!

Closeouts

Current Active: 1,618

Current Late: 603

Partnership and collaboration go a long way.
There is almost nothing we can't accomplish together!

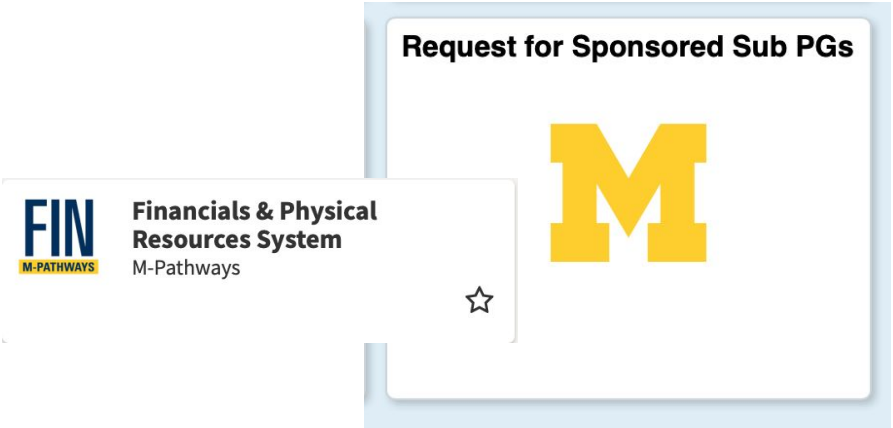
Audit update

- UG audit
- NSF OIG audit

Equipment Inventory

- Wrap up first 49 assets
- Next up 225 assets
  - Cost $50K or greater
  - Purchased since 7/1/98
  - Active projects
- Retake Equipment inventory - this Fall
- Coming soon - improved processes

Electronic version of
Sub P/G Form
is now in FINPROD!



FINPROD is the M-Pathways Financials and Physical Resource System, accessible via Wolverine Access

- See February 21st RAPid for more information or go to https://myumi.ch/P13J1
  - ✓ Save time preparing requests
  - ✓ Track progress in workflow
  - ✓ New and *optional* fields for **TITLE**, **PROGRAM**, and **EQUIPMENT FABRICATION**
  - ✓ Instructions included

NRSA Childcare Credit Request Form

- NRSA Fellows and Trainees
- Up to $2,500 per budget period
- New form to request NRSA support.
    - **Pre-Docs** - Submit via email to nrsa.staff@umich.edu. Stipend payment through Student Financials.
    - **Post Docs** - Submit via PAR request. Payment through payroll as a "FEL" (fellow) additional pay.

FINANCE
UNIVERSITY OF MICHIGAN

National Research Service Award (NRSA) Childcare Supplement Request

Fellow/Trainee Information

*Name:

*U-M Email: * U-M ID:

Grant Information

*Sponsored Project/ Grant Number

Award (AWD) # (optional): This can be found in the eResearch Proposal Management System.

* Appointment Start Date:

*Appointment End Date:

Childcare Details and Amount Requested

Information about your dependent child(ren) who will be in licensed child care. If necessary, continue your list on reverse side.

* Name: * Dates of enrollment: (Must be within appointment time frame) * Age: Amount/Cost:

Total amount requested (may not exceed $2,500*): *

Licensed Child Care Provider Name Child Care License Number

Receipt / Proof

* ☐ I have attached receipt and proof of childcare provider licensing identification.

☐ I will submit receipt and proof of childcare provider licensing identification at a later date. (If you choose this option you must send receipts directly to nrsa.staff@umich.edu)

All receipts must be provided by the end of the fellowship/training grant appointment. Any part of the supplement that is not supported will be returned to NIH.

Payment Details

Pre-Docs: • Submit the completed form and supporting documentation to nrsa.staff@umich.edu.
Post-Docs: • Submit the completed form as an attachment to the Personnel Action Request (PAR) request for payment.

* Signature Date:

Form is available at
orsp.umich.edu/nrsa

Personnel updates

- Retirement
  - Dennis Poszywak

- New Staff
  - Anne Diment
  - Nolan Hanson
  - Elkena Jackson

Thank you!

ORSP Update

February 22, 2022
Research Administrators' Network (RAN) Meeting
Andrea Anderson, Associate Director, ORSP

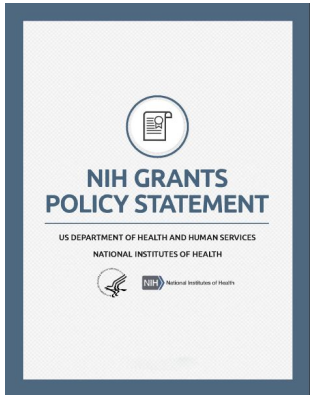
Agency Updates

Anna J. Cooper, PhD, who was born enslaved in North Carolina, was the fourth African American woman to receive a doctoral degree. She was a sociologist, and is often referred to as the Mother of Black Feminism. She is the author of *A Voice from the South*, published in 1892 and thought to be one of the first articulations of black feminism.

C.M. Bell, photographer. (1901) Mrs. A.J. Cooper. , 1901. [between February and December 1903] [Photograph] Retrieved from the Library of Congress, https://www.loc.gov/item/2016702852/.

Agency Update Highlights

- **NIH Grants Policy Statement (GPS) Updated Jan 4**
  - For GPS and subsequent updates see: grants.nih.gov/policy/nihgps
    - Adds link to NIH disclosure table
    - Adds link to NIH disclosure table
    - Incorporates guidance on NRSA childcare costs
    - Several updates to guidance around diversity plans



Agency Update Highlights

- **NIH Salary Cap Guidance Released**
  - For active awards recipients may rebudget to accommodate new Executive Level II Salary (eff. 1/2/22) at $203,700
  - Additional Clarification Released: New cap may be used in new proposals to NIH
    - https://nexus.od.nih.gov/all/2022/02/17/salary-cap-guidance/
  - Once FY22 appropriation is enacted, NIH will publish annual notice on Salary Cap
  - https://grants.nih.gov/grants/guide/notice-files/NOT-OD-22-076.html

Agency Update Highlights

- **DARPA Foreign Conflicts Matrix**

  https://www.darpa.mil/attachments/092021DARPACFIPRubric.pdf

  - Risk-based measures to assess potential undue foreign influence conflicts of interest or conflicts of commitment
  - Looks at 4 factors: Foreign Talent Program, Denied Entity Lists, Funding Sources, and Association or Affiliation with Foreign Institutions or Entities
- **NSF Updated Disclosure Table (Biosketch/Current & Pending)**
  - Now includes start-up packages provided by proposing organizations or third party organizations

NSPM-33

- Office of Science and Technology guidance to federal agencies
  - Standardize disclosure requirements and forms/formats across federal sponsors
  - Implementation must not stigmatize or treat unfairly members of the research community, including ethic or racial minorities.
  - Assigns Digital Persistent Identifiers (e.g. ORCID) to senior/key personnel
  - Will extend disclosure requirements to peer reviewers and advisory panels
  - Have grantees establish research security programs with training requirements
- Federal Agencies have yet to implement
- We are analyzing potential impacts on our current processes

On the Home Front

Photo Credit: © Corey Seeman, Univ. of Mich. Squirrels, Flickr

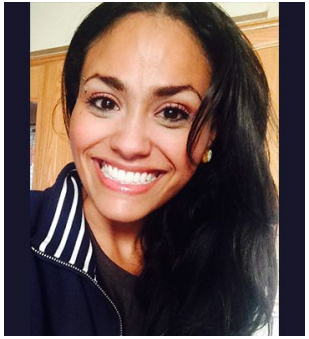
Welcome New Staff!

MICHAEL HUDSON
Assistant Project Representative

ERIN KINGSLEY
Assistant Project Representative

KIM PASCUAL
Administrative Assistant Assoc

JULIE SWISHER
Administrative Assistant Assoc



ELAINA WIGGINS
Administrative Assistant Assoc

PATTI WILLIAMS
Administrative Assistant Assoc

Role Changes

LIZZIE HOWARD
Assistant Project Representative

KAREN SAMPSON
Assistant Project Representative

DANIELA MARCHELLETTA
Assistant Managing Project Representative - Government Sponsors Team

KAREN ALAMEDDINE
Managing Project Representative - Government Sponsors Team

Reminders and News

- **Commons ID Request and Lookup**
  - Lookup Form moving to eRPM
  - Registration Form will be refreshed on our website
  - Details on both to be announced in a RAPid this week!
- **Final Deliverables Rollout**
  - See RAPid from Jan 3, 2022 for link to online training
- **Recruiting Updates**
  - Recruiting for 2 Support Staff positions and a PR position
- **Reporting and data requests**
  - orsp.umich.edu/data-resources

ITS Update

February 22nd, 2022
Research Administrators' Network (RAN) Meeting
Cathy Handyside/ Assistant Director of eResearch Systems

eResearch Proposal Management Updates

- Next eRPM Release - February 28th
- SF424 Release - March 21st

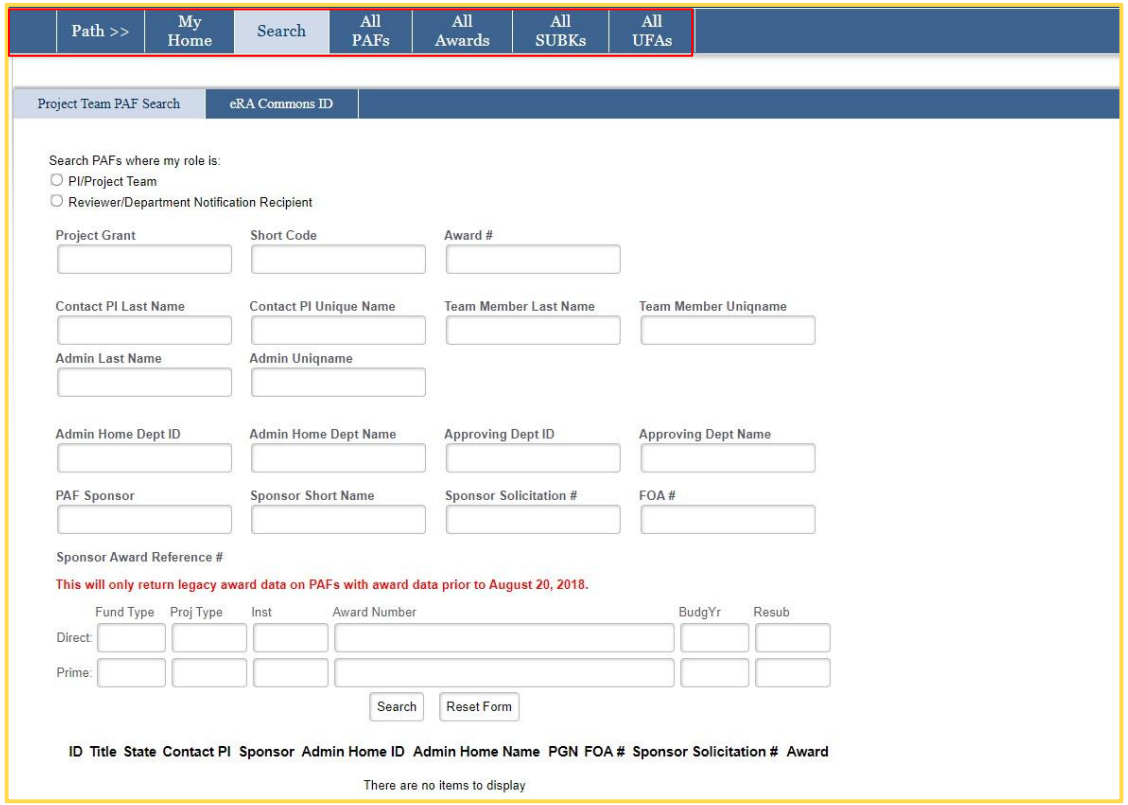
SF424 Updates

- New Forms Update
  - Support for a few new forms
  - Bug Fixes
    - Fixes Display order values not saving on **Research & Related Senior/Key Person Profile**
- Release Date: March 21st

eRPM Highlights

- Updates to the top navigation menu
- eRA Commons ID search is now in eRPM
- Adding new Multi-Record Search functionality for those with Reviewer/Approver Role
- Approver/Reviewer Role Access Maintenance

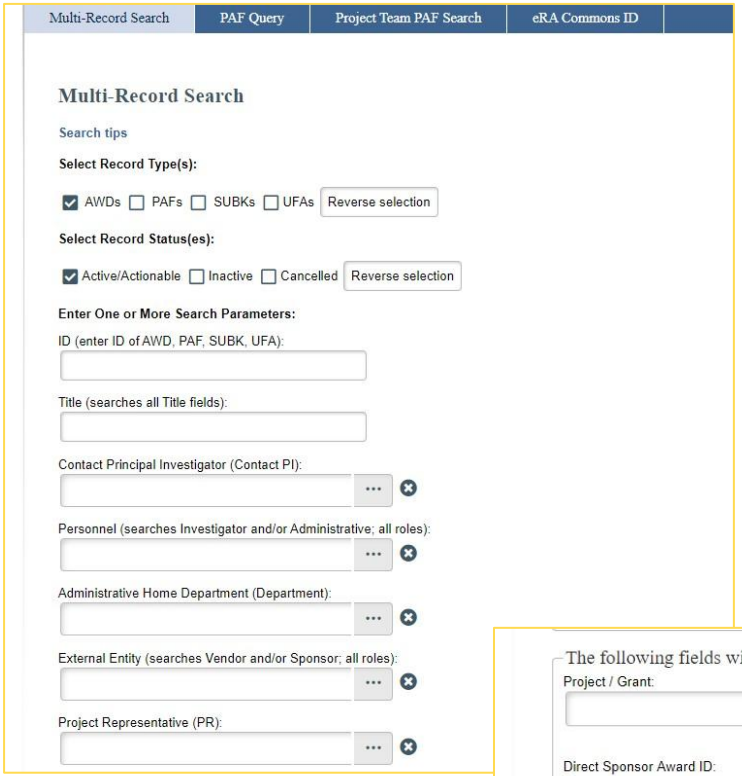
New Look for Top Navigation Bar

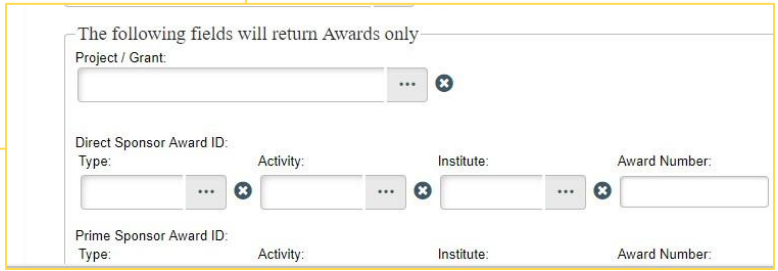


Example shows Project Team Search Options

- Top Navigation Menu Bar
  - Reorganized
  - New order
- New **Search** contains sub-tabs
  - **Project Team PAF Search** *(formerly 'Search')*
  - **eRA Commons ID** search *(NEW)*

Search Options for Reviewers/Approvers





Example shows Reviewer/Approver Search Options

- New Search contains sub-tabs
  - **Multi-Record Search**
    - Searches common fields across AWDs, PAFS, SUBKS, UFAs
    - Searches four of the most common AWD fields: Project/Grant, Direct and Prime Sponsor Award ID, Purchase Order
  - **PAF Query** - No change

Approver/Reviewer Role Removal

- Will be implementing a weekly system clean up for all persons with an Approver or Reviewer role but no department affiliation.
  - Unit Liaisons and Approvers should still strive to maintain updated department sets.
  - The automated clean up will run in the background to ensure people leaving the University or moving on to other non-Research roles at the University are properly off-boarded.
  - Impact: A person with an active appointment and an approver/reviewer role but no department association will lose access to all records.

RAAC DEI Workgroup Update

February 22, 2022
RAN Meeting
Chris DeVries / Project Manager, RAAC

Membership

Andrea Anderson
(ORSP)

Kristie Beckon
(Sponsored Programs)

Linda Chadwick
(ORSP)

Constance Colthorp
(ORSP)

Molly Dahlgren
(Medical School)

Chris DeVries
(RAAC)

Jennifer Huntington
(Ross School)

Melissa Li
(Medical School)

Cathy Liebowitz
(ISR)

Jennifer Martin
(ISR)

Becky O'Brien
(School of Information)

Ayana Richardson
(Engineering)

Mission

- Develop, foster, and guide a diverse and inclusive research environment at the University of Michigan.

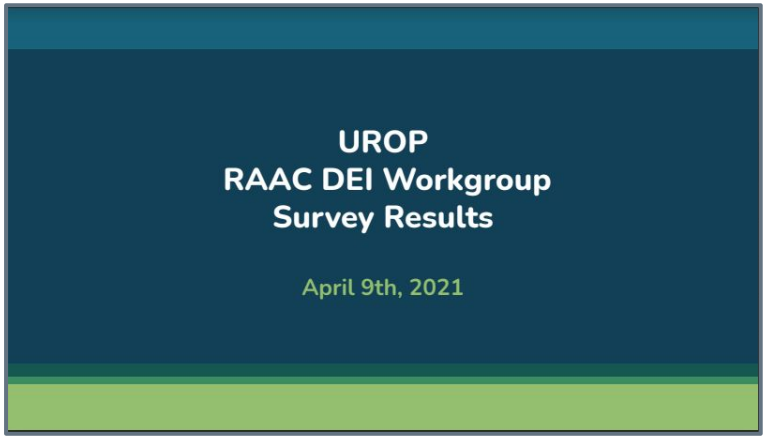
RAAC DIVERSITY, EQUITY & INCLUSION WORKGROUP

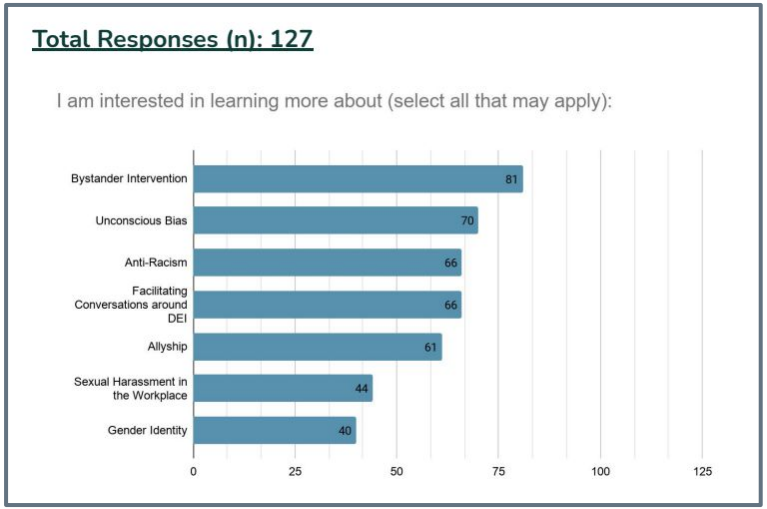
Updates / Reminders

- 28 Days of Black History from the Anti-Racism Daily (http://www.28daysofblackhistory.com/)
- Organizational Learning Opportunities
  - Change it Up! Bystander Intervention
  - Interpersonal Strategies for Interrupting and Mitigating Bias in the Workplace
  - Institutional Strategies for Interrupting and Mitigating Bias in the Workplace
- RAAC DEI Workgroup Dialogue Sessions

RAAC DEI Workgroup Dialogue Sessions

- Organized as a result of the UROP survey that was conducted in April 2021.
- Responding to a desire among RAs to learn more about Unconscious Bias and Facilitating Conversations around DEI.





Quick Poll:

From which source would you estimate you get most of your information related to COVID-19?

1. Social media (e.g., Facebook, Twitter, etc.)
2. Mainstream news media (network or cable)
3. Friends and/or family
4. Other (email lists, colleagues, etc.)

Quick Poll:

What profession do you believe applies to this individual?

Getty Images

1. Politician
2. Serial killer
3. Artist
4. Social justice activist

RAAC DEI Workgroup Dialogue Sessions
Unconscious Bias

Confirmation / Perception Bias

- Goal is to provide space for RAs and other researchers to see and understand how unconscious biases present themselves at work.
- We will start with three repeated sessions about Confirmation / Perception bias:
  - Friday, March 11 – 11:30 a.m. – 12:30 p.m.
  - Tuesday, March 22 – 2:00 – 3:00 p.m.
  - Wednesday, April 6 – 10:30 – 11:30 a.m.

We’re always looking for help!

If you or your colleagues would be interested in joining the RAAC DEI Workgroup, please contact Chris DeVries (cdevrie@umich.edu) for more information.

MANY VOICES OUR MICHIGAN

Guest Emcee

February 22, 2022
RAN Meeting
Sue Kelch, Research Administrator, CRA

Rules of the Road

- #1 Make sure your tank is full
- #2 Use the Map
- #3 Be Courteous
- #4 When You Reach Your Goal, Buy A Souvenir and Pick Another Adventure

Trading my 2CFR Part 200 and alarm clock for …

- Thank you for giving me this opportunity to share my experiences as a Research Administrator and the University of Michigan, and promote the CRA program. I wish you all the best, Sue

Go Blue!

Closing Remarks

February 22, 2022
Research Administrators' Network (RAN) Meeting

Quick Poll –

This poll is anonymous. Please select one response for each question.

- Please indicate your interest in the DEI Dialogue sessions, on a scale from 1-5 - 1 not interested at all, 2 slightly interested, 3 moderately interested, 4 very interested, or 5 extremely interested - where can I sign up?
- Please tell us how relevant your found today's meeting content, again on a 5-point scale - 1 not relevant, 2 slightly relevant, 3 moderately relevant, 4 relevant, or 5 highly relevant, I will use this information right away.

Navigate & Professional Development

Navigate - Explore the website https://orsp.umich.edu/training-workshops

NCURA - NCURA Region IV Spring Meeting in-person May 8-11, 2022, in Minneapolis. FRA/PRA in person in NOLA March 14-18, 2022. 64th Annual Meeting in DC August 7-10, 2022. Visit NCURA website https://www.ncura.edu/

NORDP - The 14th Annual NORDP Conference will be in Bellevue, Washington, April 24-27, 2022. For more information, see https://www.nordp.org/nordp-2022

SRAI - Michigan SRA Chapter meeting will be August 12, 2022 at Western Michigan University. Annual SRAI meeting in Las Vegas, November 2-4, 2022. Visit https://www.srainternational.org/home

Thank You for Attending RAN

Thank you to our Emcee, presenters, the RAAC Communications Subcommittee, and to you for joining us today.

Stay connected on the Research Administrators' Forum on Slack.

Share your thoughts by sending feedback to ran-plans@umich.edu

RAN 2022! Future RAN meetings are scheduled for May 18 and October 27 - save the dates!