The meeting started at 3:05 p.m.

1. **Welcome (Chris DeVries)**

2. **Presentation:** RAAC Metrics Subcommittee Update (*Jennifer Huntington*)

   Jennifer presented the RAAC Metrics Subcommittee update, which highlighted some of the important accomplishments from the committee since the last update to the RAAC CAL in March 2022.

   **Membership:**

   Since March 2022, there have been a few membership changes on the committee. Tabita Szabo from LSA is no longer with the university and Melissa Milligan has succeeded Tabita on the group. Also, Amy Webb from ORSP has taken another role within the university and is no longer on the subcommittee.

   **Recent Work:**

   - *BusinessObjects Report* – Chris Allan has developed a report that he shared with the subcommittee that provides a monthly breakdown of personnel effort on Project/Grants based on that person’s Department Budget Earnings (DBE) in the HR system. We would like to get feedback on the usefulness of this report from RAs who are looking for this information. Jennifer shared a demonstration of what the report

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**Attendees:**

<table>
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<tr>
<th>Andrea Anderson – ORSP</th>
<th>Jennifer Huntington – ISR</th>
<th>Kate Remus – Corp. Res. Alliances</th>
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<td>Steve Beach – LSA</td>
<td>Laura Kaminski – Ford School</td>
<td>Craig Reynolds – ORSP</td>
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<td>Beth Brant – Medical School</td>
<td>Karen Kirchner – Nursing</td>
<td>Danielle Smith – LSI</td>
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<td>Jodi Caviani – Social Work</td>
<td>Mindy LaRoca – SPH</td>
<td>Michelle Terrell – SMTD</td>
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<td>Linda Chadwick – ORSP</td>
<td>Jennifer Linzmeier – Dentistry</td>
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<td>Charlie Mattison – ISR</td>
<td>Pat Turnbull – U-M Dearborn</td>
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<td>Chris DeVries – RAAC</td>
<td>Becky O’Brien – Information</td>
<td>Bryan VanSickle – Sponsored Programs</td>
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<td>Kathy Devereux – OVPR</td>
<td>Lauren Orleman – SPH</td>
<td>Rick Wintergerst – Engineering</td>
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<td>Stephanie Hensel – Education</td>
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displays and mentioned that she would be happy to send a complete version to anyone who may be interested.

Beth asked if the distribution of effort in the report is based on percent effort or the salary distribution. Chris D. responded that he believes it is based on percent effort because of the complications in terms of salary dollars with things like VA appointments, U-Year appointments and other aspects of an appointment that may impact dollars. Jennifer added that she will confirm before sending the report.

- **Additional Metrics** – The group has also taken an in-depth look at a sample of proposals that received an At-Risk review during the month of April 2022. The data and information in the proposals was helpful in terms of understanding why some proposals fell into the At-Risk category. The group will continue to look at At-Risk proposals to see if any trends emerge.

- **Current & Pending / Other Support Template** – There has been an update to the BusinessObjects query that pulls the Current & Pending and Other Support information. It has been updated to look more like the NSF and NIH forms. The old template is still available if it is needed.

**Upcoming Work**

- **RAAC Survey** – The RAAC subcommittee chairs have been discussing sending a survey to research administrators and RAAC Metrics will have a section in the survey. We will be looking for your feedback on metrics and data analysis that is most useful to RAs.

- **E-mail Request for Feedback** – Please look for an email requesting feedback on the Current & Pending / Other Support template as well as the new BusinessObjects report.

3. **ORSP Update (Andrea Anderson)**

Andrea let the group know that there are three new staff members in ORSP – Polly Simms is our new Business Intelligence Analyst and succeeds the role formerly occupied by Amy Webb. Additionally, Caitlin Negler and Shannon Lester-Pelham have joined ORSP, both as Assistant Project Representatives. Andrea also mentioned that there is a new posting for a Project Representative position on the Government Team.

Andrea gave a friendly reminder that Research Administrators Day is this week Sunday, September 25.

The Grants.gov outage will occur from September 23-29, and NIH has postponed any submission deadlines that occur during the outage to October 1st. Andrea cannot confirm whether other federal sponsors have moved deadlines, so it is best to check with a specific sponsor.
At the FDP meeting last week, Andrea learned that NSF will be retiring FastLane in January 2023. Additionally, NSF announced that they have delayed the requirement for using SciEnvcv until October 2023.

A reminder that the NIH Data Management and Resource Sharing Policy will be implemented in January 2023. The U-M Research Data Stewardship Initiative (RDSI) will be holding a webinar about the policy on September 21.

Finally, a reminder that Craig Reynolds will be leaving U-M at the end of the month. There will be an opportunity to say farewell to him on September 23. If there are items that have Craig's name on them or typically require his signature, those may be routed to Andrea. Additionally, feel free to reach out to Andrea with any questions in the interim.

4. **ITS Update** (*Carolyn Pappas*)

Carolyn reiterated that Grants.gov will be down starting at the end of this week. She added that ITS is working on its next eRPM system release, which is scheduled for some time in mid-November. More information will be provided in future meetings.

Carolyn let everyone know that Cathy Handyside has been formally named as the Executive Director for Enterprise Application Services. She has been serving as the Interim Executive Director for some time now. This means she has purview over much more than just eRPM. We appreciate all she has done to help advance and improve the eResearch systems we all rely upon!

Carolyn mentioned that there is a validation error with the SF424 subcontract forms that was supposed to be fixed with the last update from the vendor but was actually made worse. The validation check on the subtotals is not working. If you experience this error, you should contact the Help Desk. Kathy asked when this will be fixed. Carolyn responded that unfortunately, with the timeline of when they will receive it from the vendor, and not wanting to interfere with the November NIH deadlines, this will not be fixed until the end of November.

5. **Sponsored Programs Update** (*Bryan VanSickle*)

Bryan let the group know that Property Control will be tagging equipment with radio frequency identification (RFID) devices. If they need access to equipment please work with your Facilities staff to make sure this happens.

There have been no staffing changes in Sponsored Programs over the summer; the FY22 Single Audit process is ongoing; the office is also heading into its busy season, so your patience and support is appreciated.

6. **RAAC DEI Workgroup Update** (*Chris DeVries*)

Chris let everyone know that the RAAC DEI Workgroup created and presented a poster at the recent NCURA National Meeting. There was a contest for the poster presentations and our poster won first place! Subsequently, the workgroup was asked to write an article
for the December issue of the NCURA magazine. Look for that article as we get closer to December.

7. **RAMP↑ Update (Chris DeVries)**
   Chris let the group know that the next cohort of the Research Administration Mentoring Program (RAMP↑) will begin in late October 2022. There is a strong group of volunteers that has been assisting with implementing some of the recommendations that arose out of the programmatic review that occurred last Summer and Fall. There will be formal communications coming out soon and Chris may also send separate communications to help cascade the message.

8. **Closing and Future Meetings (Chris DeVries)**

   The meeting ended at 3:45 p.m.

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**RAAC Committee-At-Large Meeting Dates (all meetings 3:00-4:30 p.m., unless otherwise noted)**
- Tuesday, October 18, 2022 (*Anne Thomson*, RAAC Process Subcommittee)
- Tuesday, November 15, 2022 (*Patrick Lagua*, RAAC Training Subcommittee)
- No December 2022 meeting

**Executive Committee Meetings (all meetings 3:30-5:00 p.m., unless otherwise noted)**
- Tuesday, October 11, 2022
- Tuesday, November 8, 2022
- Tuesday, December 13, 2022
RAAC Metrics Subcommittee Update

RAAC Committee-at-Large
September 20, 2022

Today’s agenda

- RAAC Metrics membership
- Recent Work
- Upcoming Work
- Questions/Discussion
RAAC Metrics membership

Members

- Chris Allan (ISR)
- Steve Beach (LSA)
- John Cristiano (Dearborn)
- Chris DeVries (RAAC)
- Laura Dickey (ORSP)
- Stephanie Hensel (School of Education)
- Jennifer Huntington, chair (ISR)
- Adam Mall (Sponsored Programs)
- Melissa Milligan (LSA)
- Vasu Ramani (ITS)
- Mike Randolph (ITS)
- Rachael Ristau (Engineering)
- Susan Sica (Medical School)
- Beth Wenner (ORSP)
- Rick Wintergerst (Engineering)

Recent Work

- Business Objects Report
  - Developing a report that provides a monthly breakdown of effort based upon Department Budget Earnings (DBE) entries in the HR system.
  - We would like to have RAs review this report to see if it will meet their needs and give an opportunity for them to provide feedback.
## Recent Work

### What we’ve been up to

- **Additional Metrics**
  - Detailed look at a sample of At-Risk submissions in April 2022
  - Will continue to look at random cases to see if there are trends
- **Current & Pending/Other Support Template**
  - Updated to look more like the forms and pull PAF information
  - Old template still available

### Table of Recent Work

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Upcoming Work

- **RAAC Survey**
  - Will determine what items we want to include in the upcoming RAAC survey to RAs.
  - Look for the survey and provide feedback on metrics and data that would be helpful.
- **E-mail Request for Feedback**
  - An email will be going out to the CAL to request feedback on the C&P/OS template and the report in production

Questions/Discussion
Understanding and Addressing the Needs for Diversity, Equity, and Inclusion in Research Administration Community

Diversity, Equity, and Inclusion Workgroup, Research Administration Advisory Council, University of Michigan

- Diversity, Equity & Inclusion Workgroup Creation
- Diversity, Equity & Inclusion Climate Survey
- Unconscious Bias Dialogue Sessions
- Continuing Work

2016
- Institutional Strategic Plan

2020
- Student led climate survey (Zeina Reda)

2021
- Diversity, Equity & Inclusion Climate Survey

2022
- Student participated in session development and analysis (Ali Curry)

2023 & Beyond
- Continuing Work

- Programming development included student support
- Confirmation & perception bias
- 3 sessions
- 55+ attendees
- Small- & large-group discussions
- Improved awareness & strategies
- Enhanced commitment to self-education
- Increased interdepartmental best practice and resource sharing

- Further education on unconscious bias
- More spaces & opportunities to share thoughts and experiences
- Regular updates to the RA community
- Collaboration with other DEI groups

More info? Contact us? Scan the QR code.

2022 National Council of University Research Administrators Annual Meeting, Washington, DC