

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

Tuesday, September 20, 2022, 3:00 – 4:30 pm
Zoom Meeting
MINUTES

Attendees:

Andrea Anderson – ORSP	Jennifer Huntington – ISR	Kate Remus – Corp. Res. Alliances
Steve Beach – LSA	Laura Kaminski – Ford School	Craig Reynolds – ORSP
Beth Brant – Medical School	Karen Kirchner – Nursing	Danielle Smith – LSI
Cheri Brooks – ISR	Patrick Lagua – Dentistry	Maggie Swift – Corp. Res. Alliances
Jodi Caviani – Social Work	Mindy LaRocca – SPH	Michelle Terrell – SMTD
Linda Chadwick – ORSP	Jennifer Linzmeier – Dentistry	Lauren Tingwall – Education
Constance Colthorp – ORSP	Maureen Martin – Found. Relations	Anne Thomson – LSA
Lori Deromedi – OVPR	Charlie Mattison – ISR	Pat Turnbull – U-M Dearborn
Chris DeVries – RAAC	Becky O'Brien – Information	Bryan VanSickle – Sponsored Programs
Kathy Devereux – OVPR	Lauren Orleman – SPH	Rick Wintergerst – Engineering
Joanne DeVore – U-M Flint	Carolyn Pappas – ITS	Jackie Yannatta – U-M Dearborn
Stephanie Hensel – Education	Lisa Parker – Nursing	

The meeting started at 3:05 p.m.

1. **Welcome** (*Chris DeVries*)
2. **Presentation:** RAAC Metrics Subcommittee Update (*Jennifer Huntington*) **Attachment #1**
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

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 SciENCv 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

Attachment #2

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.

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 Laguna, 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

2

Agenda

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

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)

What we've been up to

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.

Name	Emplid	Project	Project Title	Shortcode	06/30/2022	07/31/2022	08/31/2022	09/30/2022	10/31/2022	11/30/2022	12/31/2022	01/31/2023
Bunny,Bugs	00000000	F060383	003309-The Study of the Environment and Alzheimer's disease and related Dem	003309	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
Bunny,Bugs total:					100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
Doe,Jane	00000000	F043214	088444-SWAN Repository IV (Resubmission	088444	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00
Doe,Jane	00000000	F043444	088708-Michigan Center of Lifesage Environmental Exposures and Disease	118701	25.00							
Doe,Jane	00000000	F051977	096315-Sub of F051785-TCORS - DATA CORE	096315	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00
Doe,Jane	00000000	F062374	005413-YR2-U19 Resub: The Study of Women's Health Across the Natio	005413	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
Doe,Jane	00000000	F062482	005519-MI-CARES: The Michigan Cancer and Research on the Environment Study	005519	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00
Doe,Jane	00000000	U007514	Center for Midlife Sciences	173872	45.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00
Doe,Jane total:					135.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
Duck,Donald	00000000	F043214	088444-SWAN Repository IV (Resubmission	088444	20.00	20.00	20.00	15.00	15.00	15.00	15.00	15.00
Duck,Donald	00000000	F049309	093556-Sub of F049217-HRS YRS 29-34 SPH	093556	15.00	15.00	15.00	20.00	20.00	20.00	20.00	20.00
Duck,Donald	00000000	F060872	003858-YR3-Harmonized Diagnostic Assessment of Dementia (DAD) for Lon	003858	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00
Duck,Donald	00000000	F064476	007598-YR2 -A Multi-Ancestry Study of Gene-Lifestyle Interactions and M	007598	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00
Duck,Donald total:					100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00

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

Where we're going

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

Q&A

Questions/Discussion

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

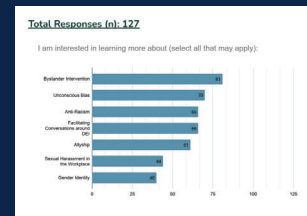
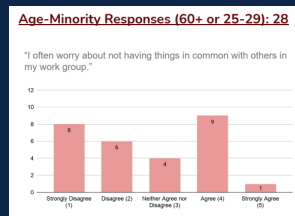
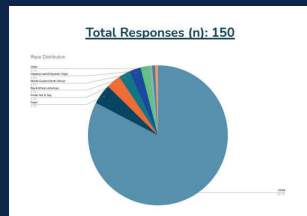
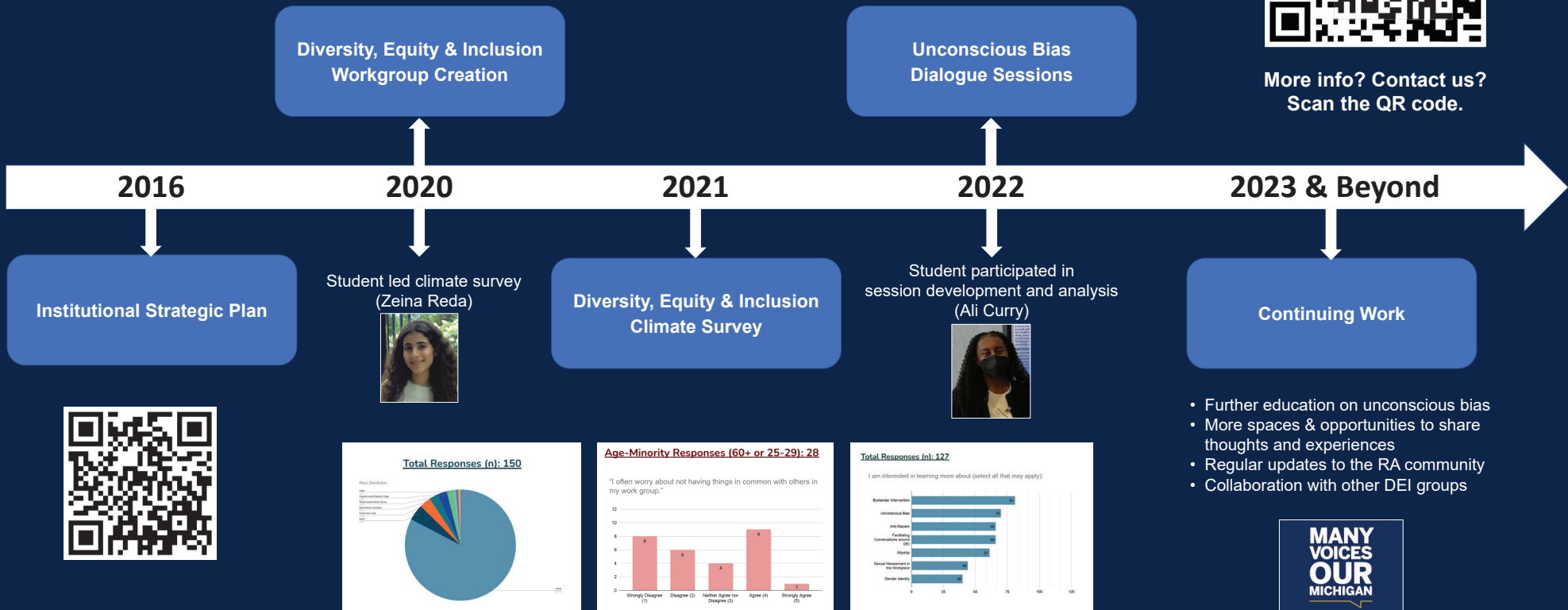
Diversity, Equity, and Inclusion Workgroup, Research Administration Advisory Council, University of Michigan



- 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



More info? Contact us? Scan the QR code.



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

