

# Research Administration Advisory Council (RAAC)

## Committee-at-Large

Tuesday, October 17, 2023, 3:00 – 4:30 pm

Zoom Meeting

MINUTES

### Attendees:

Andrea Anderson – ORSP	Vickie Earl – Ross School	Susan Powell – Engineering
Steve Beach – LSA	Amalie Helms – U-M Flint	Jane Sierra – Medical School
Cheri Brooks – ISR	Stephanie Hensel – Education	Danielle Smith – LSI
Jodi Caviani – Social Work	Jennifer Huntington – ISR	Debbie Talley – Sponsored Programs
Constance Colthorp – ORSP	Kirby Jewell – Ford School	Michelle Terrell – SMTD
Kerri Cross – ISR	Laura Kaminski – Ford School	Anne Thomson – LSA
Cindy Dames – ORSP	Karen Kirchner – Nursing	Bryan VanSickle – Sponsored Programs
Jackie Dani – U-M Dearborn	Jonah Lee – ACUO	Corene Weiland – Education
Lori Deromedi – OVPR	Jennifer Linzmeier – Dentistry	Rick Wintergerst – Engineering
Chris DeVries – RAAC	Charlie Mattison – ISR	Two unidentified phone callers
Kathy Devereux – OVPR	Lisa Parker – Nursing	Shannon Chism – Huron Consulting Group
Joanne DeVore – U-M Flint	Carolyn Pappas – ITS	Sonia Singh – Huron Consulting Group

1. **Welcome** (*Debbie Talley*)

Debbie welcomed everyone and went over the format of the meeting that after the RAAC Process update, we will have discussions with Huron Consulting Group in breakout rooms.

2. **Presentation:** RAAC Process Subcommittee Update (*Anne Thomson*)

**Attachment #1**

Anne provided the RAAC Process update, noting the things that have happened since the last update in April 2023.

### Membership:

Beth Brant stepped down from the subcommittee. Amanda Simon also stepped down and has been succeeded by Dean Michalak from Sponsored Programs.

### Project Updates:

#### *Reporting and Forecasting:*

A workgroup was formed to examine enhancements to U-M reports available to research administrators. The current M-Reports upgrade project will be handled by the M-Reports Project Team and findings will be passed on to RAAC Process for consideration.

- **Adding Sponsor Codes to the PAF** to comply with the NSF Safe and Inclusive Work Environment Policy, as well as provide the data for reporting purposes.
- **Adding an safe and inclusive work environment confirmation to the PAF.** To meet U-M compliance requirements with NSF.
- **SUBKs associated with an award** are now listed in the Award record.
- **Compliance holds on Awards for expired PEERRS certifications** have been automated, including sending email notifications.
- Document uploaders updated to allow for **drag-and-drop functionality**.
- List of **investigators needing to sign the PAF** is now displayed in the workspace.

#### *2022 RAAC Priorities Survey:*

The group reviewed 64 pre-award and 82 post-award suggestions from the 98 responses. Results were first reviewed to determine those that were in-scope for RAAC Process. For those that are outside of RAAC Process will be routed accordingly. For those in-scope for this subcommittee, they have been categorized, along with the effort needed, and working through prioritization with ITS for those within ITS scope.

### 3. **ORSP Realignment Discussion with Huron Consulting Group** (*Shannon Chism, Sonia Singh*)

Shannon and Sonia from Huron split the group into breakout rooms to ask the questions shown below. Due to a desire to collect feedback that does not run the risk of being tied back to an individual, the meeting notes do not capture any comments or feedback offered to Huron.

- How would you rate the customer service by ORSP?
  - What specific areas would you like to see improvement in?
  - What would you attribute the non-ideal customer service to?
- What are the strengths and challenges of supporting faculty to submit proposals and get contracts reviewed, negotiated and executed in the current state?
- In what areas do you more frequently have to escalate issues for resolution?
  - How do you escalate this, within your College or within ORSP?
- Based on the presented future state organizational model you have seen, do you foresee any challenges or have concerns about how ORSP will transition into this new model?
- As ORSP undertakes this organizational redesign, what type of communication, outreach and support are you looking to receive throughout this process?
  - How would you define a successful ORSP organizational model once implemented? What would you expect from ORSP that may not be available to-date?
  - What are the issues ORSP needs to be anticipating to successfully roll this out?

### 4. **Closing and Future Meetings** (*Chris DeVries*)

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RAAC Committee-At-Large Meeting Dates (*all meetings 3:00-4:30 p.m., unless otherwise noted*)

- Tuesday, November 21, 2023 (*Nick Prieur, RAAC Training Subcommittee Update*)
- *No December 2023 meeting*
- *No January 2024 meeting*

Executive Committee Meetings (*all meetings 3:30-5:00 p.m., unless otherwise noted*)

- Tuesday, November 14, 2023
- Tuesday, December 12, 2023
- Tuesday, January 9, 2024



# RAAC Process Subcommittee Update

RAAC Executive Committee Meeting  
September 12, 2023

**Anne Thomson**, Director of Research and Compliance, LSA

## RAAC Process Membership

**Karen Alameddine** – *ORSP*

**Andrea Anderson** – *ORSP*

**Kerri Cross** – *ISR*

**Chris DeVries** – *RAAC*

**Maryclaire Ellis** – *Ford School*

**Teresa Herrick** – *SEAS*

**Joe Johnson** – *ORSP*

**Melissa Karby** – *OVPR*

**Lynn Kujawa** – *Engineering*

**Heather Offhaus** – *Medical School*

**Carolyn Pappas** – *ITS*

**Amanda Simon** – *Sponsored Programs*

**Anne Thomson** – *LSA (Chair)*

**Pat Turnbull** – *U-M Dearborn*

**Bryan VanSickle** – *Sponsored Programs*

**Rick Wintergerst** – *Engineering*

*Since the last update in March 2023, Beth Brant (Medical School) stepped down from the subcommittee to take a new role.*





# Project Updates

RAAC Process Subcommittee Update  
September 12, 2023

## Project Updates

### Reporting and Forecasting:

- This project was a result of recommendations of a workgroup tasked with examining enhancements to the U-M reports available for research administrators.
- With the current M-Reports upgrade project, the recommendations will be passed along to the M-Reports Project Team for consideration.



# Project Updates

## eRPM Updates – Completed:

- **Adding Sponsor Codes to the PAF**, in response to a need to identify projects that are subject to the NSF Safe and Inclusive Work Environment Policy, as well as provide this data for reporting purposes.
- **Adding an safe and inclusive work environment question to the PAF**, to meet U-M compliance requirements with NSF.
- SUBKs associated with an award are now **listed in the Award record**.



# Project Updates

## eRPM Updates – Completed:

- **Compliance holds on Awards for expired PEERRS certifications** have been automated, including sending email notifications.

## eRPM Updates – Pending:

- Document uploaders will allow for **drag-and-drop functionality**.
- List of **investigators needing to sign the PAF** will be displayed in the workspace.





# Project Updates

## 2022 RAAC Priorities Survey:

- The group reviewed **64 pre-award and 82 post-award suggestions** from the 98 responses, which were given free-form.
- Results were first reviewed to determine those that were in-scope for RAAC Process. Suggestions that fall under other subcommittees' purview will be routed accordingly.
- The subcommittee categorized and assessed the **effort needed** to implement, and the **impact of implementing**, the in-scope suggestions.



# Project Updates

## 2022 RAAC Priorities Survey:

- The categorized suggestions are currently being grouped by **resources needed** to implement.
- Once the post-award results are grouped by resources needed, the final suggestions will be prioritized with ITS.



