Welcome to RAPID

Please sit next to someone you don't know and introduce yourself as we wait for the meeting to start

Weill Cornell Medicine

Research
Administration
Platform for
Innovation and
Discussion

September 11th, 2017

Upcoming RAPID Schedule

Second Monday of the month from 11-12:30 in Uris

- **10/9/17**
- **11/13/17**
- **12/11/17**

To subscribe to meeting updates and materials, send request to:

Rapid-Request@Listserv.med.cornell.edu

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RAPID Agenda

- **Research Operations**
    - (Adam Garriga)

- **Research Finance – SAP Budget Control**
    - (Melissa Paray)

- **OSRA & WRG News**
    - (Aleta Gunsul)

- **Human Research Audit Program**
    - (Gabriel Gaspard)

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Research Operations

Adam Garriga, Chief Administrative Officer
Director, Business Systems and Operations

Research Administration

Research Operations

- Office of Sponsored Research Administration (OSRA)
- Center/Institute Administration (CAFS)
- Research Administration Education (E2RA)
- Compliance (IACUC, IRB, DSBM, IBC, Radiation Safety)
- EHS
- Research Cores
- Research Space Management & Belfer Operations

Research Finance

Joint Clinical Trials Office (JCTO)

Clinical and Translational Science Center (CTSC)

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Research Operations: Looking Back

Key selection of accomplishments:

- Launch of CAFS

- Markedly reduced turnaround timelines
  - **Institutional grant transfers**
  - **Grants, contracts, MTAS and other agreements**

- Streamlined processes
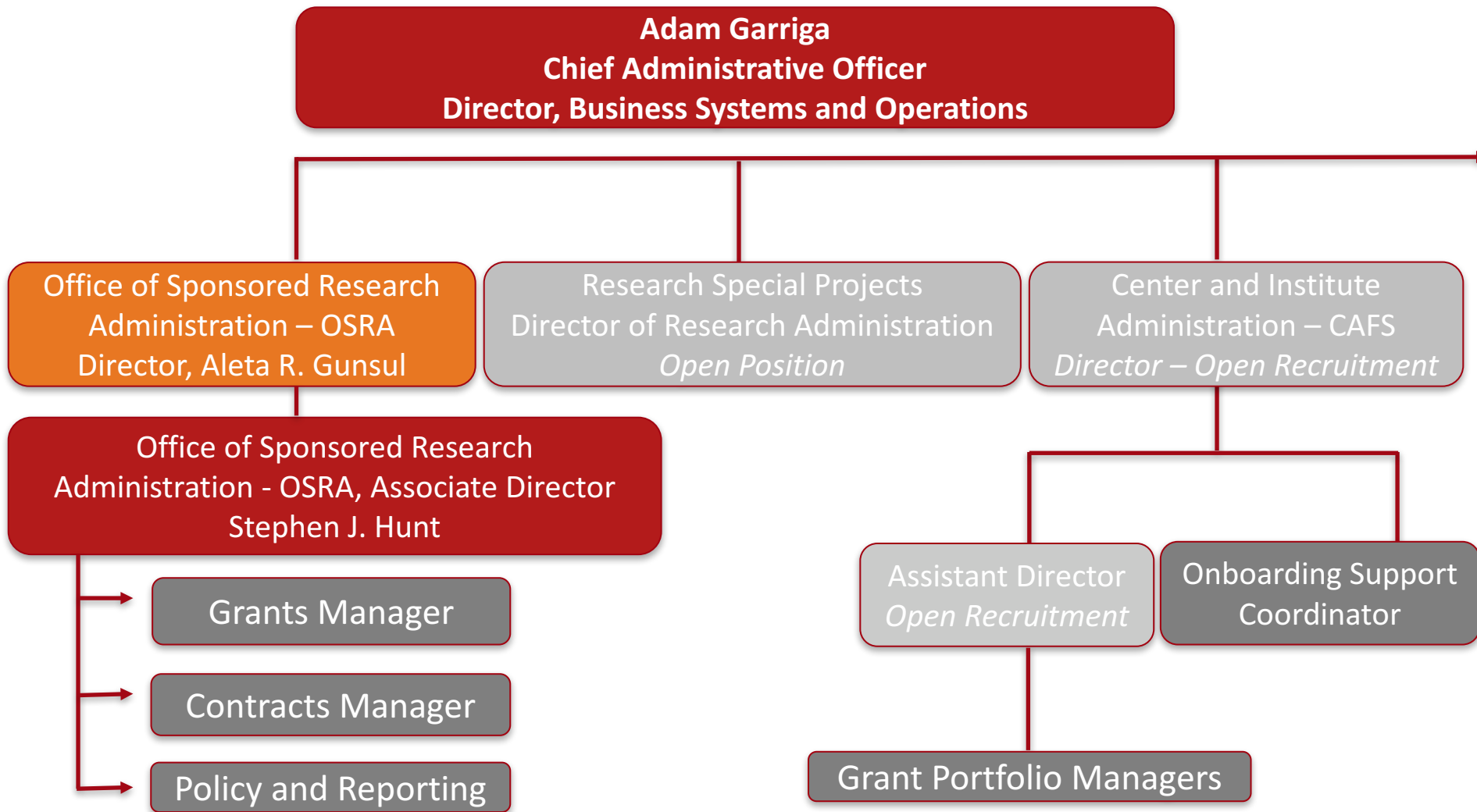
- OSRA "Rebooting"

- Policy development

- WRG-SP launch

Research Operations: Looking Forward

Where do we go from here?

- Broaden services to additional departments
- Complex submissions
- Further standardization (reporting, process)
- Further defined service lines
- WRG Phase II

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Research Operations: Current Structure

Adam Garriga
Chief Administrative Officer
Director, Business Systems and Operations

Office of Sponsored Research Administration – OSRA
Director, Aleta R. Gunsul

Research Special Projects
Director of Research Administration
Open Position

Center and Institute Administration – CAFS
Director – Open Recruitment

Office of Sponsored Research Administration - OSRA, Associate Director Stephen J. Hunt

Grants Manager

Contracts Manager

Policy and Reporting

Assistant Director
Open Recruitment

Onboarding Support Coordinator

Grant Portfolio Managers

Research Operations: New Structure

Adam Garriga
Chief Administrative Officer
Director, Business Systems and Operations

New Research Bus Ops Department

Research Business Operations
Director

Associate Director

OSRA

Research Business Management (RBM)
formerly CAFS

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Research Operations: New Structure

Adam Garriga
Chief Administrative Officer
Director, Business Systems and Operations

New Research Bus Ops Department

Research Business Operations
Aleta Gunsul, Director

Stephen Hunt
Associate Director

OSRA

Research Business Management (RBM)
formerly CAFS

Research Business Operations

New department provides an environment that inspires growth of WCM's sponsored research portfolio, national rankings, and national and international reputation

- Parallel research leadership across all research business operations

- Leverage committed managers and leaders with a historical track record of demonstrable results

- Participate in strategic institutional planning and initiatives

- Consistent directives, knowledge base, and policy application

- Synergize operations while maintaining uniquely differentiated objectives and services

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Research Business Management
Reimagined, Rebranded and Relaunched

Provides cohesive expert research portfolio management that ensures the transition and rapid integration of newly recruited and existing faculty in centers, institutes, departments, and other areas in need of readily adaptable, precision expert services

- Rapid Transfers, Transitions & Recruitment
- Business model driven by the question "what's possible?"
- Expert management of all available portfolio resources   to maximize fiscal support and program longevity

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RBM - What's Changing/Not Changing

- Remains faculty facing and embedded physically near supported faculty

- No planned moves or relocation

- Focus on expanded and enhanced service offerings and cohesion

- Achieve superior standardization and reporting

- Additional service offerings to centers, institutes and departmental leadership

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Office of Sponsored Research Administration

OSRA provides efficient, state-of-the art administrative and compliance oversight as required by WCM's broad base of sponsors. OSRA's objective is to provide central administration that is streamlined and facilitates faculty engagement in expanded research opportunities.

- Large scale and personalized in-service training on enterprise research systems and basic grantsmanship dovetailing with the Research Education Department
- End-to-end research administration knowledge and assistance
- Central reporting and policy development

FY 2018 Objectives/Accomplishments

- Define service offerings

- Outreach, roadshows

- Continue to provide center and institute - faculty, directors and leaders - with cohesive research portfolio management services

- Expand community use of RBM's management services

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Budget Control (AVC)

Melissa Paray

09.10.2017

What is Budget Control?

- Budget control is a SAP standard feature that would help avoid deficits on sponsored projects.

- There will be two versions of budget control, one for modular and private awards and one for more restrictive awards, such as NYSTEM and Qatar.

- For the modular version, there will be sponsored class groups for budgets and expenses, such as:
    - **Personnel** – all salary, stipends and fringe related items
    - **OTPS** – all supplies, travel, miscellaneous, auxiliary and other expenses
    - **Equipment, consortiums, Tuition and fees and patient care** would have their own category since this would affect indirect costs.

- For the NYSTEM and Qatar Awards, the budget control will be at the sponsored class level.

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Transactions under Budget Control

A system error message could be generated while executing the following transactions should the charged amount exceeds the available balance of the sponsored program:

- **Shopping Cart approval**
- **Purchase Order creation**
- **Purchase Order change**
- **Change of Funding**
- **Travel & Expense**
- **Payment Requisition**
- **JV Upload**
- **Auxiliary Billing**
- **Funds Reservation**
- **IDC posting**
- **Procurement Card**

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How would this effect you?

- Department would not be able to process expenses over the budget at the sponsored class groups or sponsored classes (depending on the type of award)

  - e.g, when entering Change of Funding details (including a WBS element with low budget or no budget available) into an employee's Change of Funding record, an error message will display recommending that the line item is adjusted accordingly. The line item will be rejected at the department entry level due to the deficit in the WBS element budget.

- Budgets will need to be monitored on a regular basis to ensure that the expenses are in accordance with the budget and plan ahead for budget modifications

Implementation

- Go-Live date: **9.25.2017**

- Learn more:

  Webinars will be offered at the following dates and times:
  Tuesday, September 12th : 2:00pm to 3:30pm
  Thursday, September 14th: 10:00am to 11:30am
  Monday, September 18th: 10:00am to 11:30am
  Tuesday, September 19th: 2:00pm to 3:30pm

Register at:

https://weillcornell.az1.qualtrics.com/jfe/form/SV_bauKGnBTd2hqBCd

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