

2013 Business Practices Seminar



RESEARCH SUPPORT

Matt Swift, Keri DeValve, Dustin Trainer



Agenda

- Research portal in MyVT
- Agreements Tracking system demo

Research Portal in MyVT

Base Research Portal Features (my.vt.edu)

- Research Announcements
- Links to OSP and other offices
- Awards Database
- Cost Share Tracker
- PAN Distribution System
- Cayuse 424
- Compliance tools
 - RCR Training Tracker
 - IRB Protocol Management
 - IACUC Protocol Information
 - TCP Review & Annual Certification
- General Tools
 - Funding Opportunities
 - Limited Submissions
 - VT Expertise Database
 - File Drop

Research Portal Notifications

One-stop for all YOUR recent notifications...

Compliance Information (status on pending approvals)

- **IRB** interim protocol notice
- **IRB** protocol approved
- **IRB** protocol expiring or cancelled
- **IACUC** OHS or CORE training expiring
- **IACUC** protocol expiring
- **IRB & IACUC** Protocols
- **TCP** attachment required

Training Status & Alerts

- **RCR** training required
- **COI** training required
- **TCP** re-training required
- **TCP** missing training

Other Alerts

- New **PANs**
- Limited Submission accepted
- Project expiration notice (60-day letter)
- Pending proposal documents due
- Un-submitted proposal about to be purged

Agreements Tracking System

- Tracks new awards and non-funded agreements
- Functional and technical analysis by RAS team Feb through Nov 2012
- Implemented in JIRA, a widely used issue-tracking software
- Developed by RAS team Dec 2012 to March 2013
- Go-live in OSP March 12, 2013
- Available to PIs and departments May 2013
- Team: Machelles Hall, Keri DeValve, Dustin Trainer, Lucas Covey, Mickey Cowden

Agreements Tracking Process

- OSP receives notice of award from sponsor
- Creates new agreement in system, pulls data from Banner by linking on proposal number
- Makes initial assignment to staff or team
- Staff assigns subtasks to others in OVPR while working on parent agreement
- Collect all data needed for entry into Banner grant and fund records
- Comments, assignments, status transitions added to activity log visible to everybody
- When finished, produce final award sheet for Banner entry, link to PAN system

Agreements Tracking project

Summary of System Goals:

- Workflows and data collection for each agreement type
- Primary assignment to OSP personnel
- Multiple concurrent secondary assignments (sub-tasks)
- Visibility and collaboration among research offices
- Tracking and activity logs on all negotiation activity
- Improved workload management (all assignments visible)
- Uniform data collection mechanism (connected to Banner)
- Management dashboard for workload and metrics
- Visibility of active negotiations to PI and support staff
- BOTTOM LINE: Transparency improves the entire awards process