Division of Research
Research Advisory Council & Faculty Senate Research, Scholarship and Creative Activities Committee
Review of Key Technology Enabling Initiatives

March 2, 2011
Division of Research
Review of Technology Enabling Initiatives

Agenda

- Welcome and Introductions
- Meeting Goals
- FIU Research – New Website
- FIU Research Clearance Initiative
- FIU Research Compliance - ecrt Effort Reporting Implementation
- FIU Research Integrity - Topaz Electronic Protocol Management and Animal Care Facility Software (Topaz Technologies)
Meeting Goals

- Provide overview of key current Division of Research technology initiatives that will enable research at FIU.
- Provide a demonstration of the following new systems:
  - Online internal clearance form/tool.
  - ecrt effort reporting software.
- Encourage discussion to assist in gathering feedback from advisory groups.
Division of Research
Review of Technology Enabling Initiatives

➢ FIU Research website
FIU Research website

The new FIU Research website was launched in December.

The new address is: http://research.fiu.edu.
Review of Technology Enabling Initiatives

➢ FIU Research Clearance Initiative
FIU Research Clearance Initiative

- Project Goals
  - Deliver online internal clearance functionality to FIU’s research community.
  - Enable investigators to focus more on research and less on research administration.

- Project Background
  - Current internal clearance process is a manual, paper-based process.
  - FIU’s research community has been asking for a transparent, electronic research approval process.
  - This project was initiated to deliver an online research clearance solution.
Online Research Clearance Solution Description

- Custom PeopleSoft-based solution designed to be user-friendly.
- Solution is being deployed along with additional administrative support.
- Sponsor documents, budget sheets & forms can be uploaded as attachments.
- Access to the online clearance solution will be granted as the tool is deployed to the units.
## Project Timeline

### High-Level Pre-Award Rollout Timeline

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Division of Research
FIU Research Clearance Initiative
Division of Research
FIU Research Clearance Initiative

## Deployment Calendar

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<thead>
<tr>
<th>Proposal Development Deployment Timeline</th>
<th>Date</th>
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*** Rollout Dates Above Assume Support Staff Hiring Goals Are Achieved ***
Key Deployment Activities

- Creation of deployment checklists.
- Identifying & confirming FIU research community.
- Associating deployments to existing FIU organizational departmental structure.
- Reviewing and analyzing data from PeopleSoft Grants, InfoEd and ADP.
- Working with each organization to confirm research community.

### Division of Research

**FIU Research Clearance Initiative**

![Table with data](image-url)
Key Deployment Activities (cont’d.)

- Identifying & confirming FIU research community.
- Reviewing and analyzing data from PeopleSoft Grants, InfoEd and ADP. Working closely with each organization to confirm data.
- Critical to facilitate change management
- Training
- Communication
- Configuration/Security
- Logistics/Timing
- Support

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<th>Has the ORG Department had an Active Grant since 7/2009?</th>
<th>PANTHER</th>
<th>First Name</th>
<th>Middle Name</th>
<th>Last Name</th>
<th>EMPLOYEE JOB DESCRIPTION</th>
<th>Has the Employee ever been the PI on a Grant in PeopleSoft since 2004?</th>
<th>Employee Location</th>
<th>Employee Camer</th>
<th>Potential/Existing Researcher</th>
<th>Departmental Research Coordinator</th>
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Implications of Deployment Approach

- Not all your colleagues will have access to functionality until fully deployed.
- Deployment approach may vary from department to department.
- We will be compiling a ‘Lessons Learned’ list. Feedback is being taken into account for future enhancements.
- All Pre-Award reporting will continue to come from InfoEd until the solution is fully deployed and data conversion efforts are completed.
Online Internal Clearance Form/Tool

Demonstration
FIU Research Compliance - ecrt
Effort Reporting System
Implementation
FIU Research Compliance - ecrt Effort Reporting System Implementation

- Project Goals
  - Facilitate streamlined electronic effort certification business process that is timely, compliant and reduces the burden on the FIU Research community.
  - Provide better tools for monitoring payroll, effort, and timeliness.
  - Formalize the ‘Effort Coordinator’ role within the departments to enhance the effort reporting business process.
FIU Research Compliance - ecrt Effort Reporting System Implementation

Project Background

- RFP issued for new electronic effort reporting system in April of 2010 and Huron ecrt software selected.
- Initial engagement time centered on reviewing FIU current data structure and elements to determine if moving forward with the implementation was feasible, or if FIU was better served waiting until the implementation of PeopleSoft HR was complete.
  - Decision was made to move forward immediately with the project.
- Scheduled Go-Live with the first certification period is tentatively scheduled for early June.
  - Fall 2010 and Spring 2011 semesters will be certified electronically in ecrt.
## Project Status & Timeline

- Currently loading data and conducting data validation tests.
- Division of Research testing/configuration will continue through March.
- User Acceptance Testing will be scheduled for the month of April.
- Training will begin in May.
- Go Live scheduled for early June.

### High-Level ecrt Effort Reporting System Implementation

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## Effort Reporting System Implementation

### Current State

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<th>Effort is certified on a Semester basis</th>
<th>Effort will be certified on a Semester basis</th>
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<tr>
<td>Must wait two months (at least) after the semester ends to load payroll data to catch late payroll transfers. Payroll can only be loaded once into the system</td>
<td>Payroll is loaded in real time. Faculty, departments, and management have the ability to watch effort cards build</td>
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<td>Does not show dollars($) only percents(%)</td>
<td>Allows a user to toggle between Dollars ($) and Percents (%)</td>
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<td>Effort Reports are emailed to faculty members. There is no Pre Review process</td>
<td>Allows for a ‘Pre – Review’ before the effort card is released to faculty for certification</td>
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<td>Payroll transfers that impact closed effort cards do not require recertification</td>
<td>Faculty can electronically certify for their staff</td>
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<td>Limited Reporting Functionality</td>
<td>25+ reports, plus an Ad Hoc query tool</td>
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### Future State

<p>| Retroactive payroll transfers can be loaded in the system and may cause a recertification | All certified effort cards must be processed by an effort coordinator |</p>
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<th>Roles</th>
<th>Responsibilities</th>
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| DOR – Central Effort Coordinator | • Initiates the effort reporting process  
• Monitors the effort reporting process  
• Loading payroll and other data files  
• Serves as the help desk          |
| Department Effort Coordinator  | • Responsible for facilitating the effort reporting process in their department  
• Proactively monitor effort cards during the Period of Performance  
• Pre Review effort cards  
• Process Effort Cards after certification  
• Submit and Post Payroll Transactions that impact certified effort cards |
| Self – Certifiers              | • View and certify their own personal effort card  
• View and certify the effort cards of others                                  |
| Supporting Individual          | • View their own effort card                                                      |
During the Period of Performance, ecrt builds the effort card based on payroll feeds.

Pre-review period begins. ECs receive email notification.

During the pre-review, EC edits effort cards, if necessary.

Pre-review period ends.

Certification period begins. Self-certifiers receive email notification.

Self-Certifier edits/certifies effort card.

Card is ready for EC to approve.

If Approved
Card is "Processed" by EC.

If necessary, a cost transfer is done, and submitted to ADP/Payroll

If EC does not approve, card is returned to certifier with notes

* EC – Effort Coordinator
ecrt Effort Reporting System

Demonstration
FIU Research Integrity - Topaz Technologies Electronic Protocol Management and Animal Care Facility Software Implementation
FIU Research Integrity - Topaz Implementation

Project Goals

- Improve the productivity and efficiency of FIU Research Integrity business processes to include the following benefits:
  - Streamline IRB, IBC, IACUC Committee operations with online Protocol Management solution.
  - Improve contact and communication with FIU Research community.
  - Enhance ongoing management of Protocols and Animal Care Facility.
FIU Research Integrity - Topaz Implementation

- Project Background
  - FIU currently has a paper based protocol and animal care facility management business processes.
  - RFP purchasing process completed and Topaz Technologies software selected.
  - Implementation planning meetings between FIU and Topaz have been conducted over recent months.
  - Initial site visit from Topaz Technologies scheduled for mid March.
  - After initial planning phase, additional deployment information will be communicated.
FIU Research Innovation Management - KSS TechTrac Implementation
FIU Research Innovation Management - KSS TechTrac Implementation

Project Goals

- Improve the productivity and efficiency of FIU’s innovation management business processes to include the following benefits:
  - Increase the number and quality of invention disclosures.
  - Reduce the cost of patent budget.
  - Expand the marketing reach of FIU technologies.
  - Improve contact and communication with FIU Research community.
  - Ensure effective management of agreements.
  - Maximize license revenue through effective collection.
  - Guarantee compliance with federal and corporate sponsors of research.
  - Improve financial management of technology portfolio.
FIU Research Innovation Management - KSS TechTrac Implementation

Project Background

FIU currently uses an antiquated database and manual files to track Intellectual Property.

Review of leading IP Management software conducted and KSS TechTrac software selected.

Initial project planning discussions being held between KSS and FIU resources to determine appropriate project dates.

After initial planning phase, additional deployment information will be communicated.