Agenda

- VPR Address
- Overall Core Performance
- Announcement
  - Visitors
  - Equipment Grants
  - Box EOL
  - CFA Staffing
- Contactless Training (Dina Arvanitis)
Core Concerns

Q2 - How would you describe core's status?

- Fully operational with adequate workarounds to address COVID-19 safety concerns
- Minor disruption of service with equate workarounds to address COVID-19 safety concerns
- Significant operational issues caused by workarounds required to address COVID-19 safety concerns
- Unable to provide important services caused by workarounds required to address COVID-19 safety concerns
Q3 - What are key issues facing core at this time? Check all that apply.

- Long term budgetary concerns
- Onsite staff availability
- Onsite vendor availability (travel/quarantine restrictions)
- Restrictions on operations due to COVID-19 mitigation procedures
- Lack of samples / usage due to reduction in activities of individual PI labs
- Other
Core Concerns

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  - Backlog deliveries
  - Glove limits don’t cover large core needs (stock room limit)
  - Space
  - Increasing usage, people on campus at same time infection rate is rising
Core Concerns

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- Increasing usage, people on campus at same time infection rate is rising
Core Performance

- Nearly all cores in Phase 2 or 3 of return to work plan
- Check publicized status at https://facilities.research.northwestern.edu/covid-19-and-core-facilities-v2/
- Consistent feedback that core staff are role modeling proper behaviors and going out of way to complete projects
- Many examples of meeting 65% occupancy target through shift work
- Stay flexible with staff!
- Work to understand gaps in usage pre/post shutdown
  - Are occupancy limits constricting requests from PI labs or are mitigation requirements reducing output of cores?
  - Use decisions to prioritize projects for Pex planning
Where to Find Information

- Questions on status?

- Chicago

- Evanston
Announcements

 Visitors

- Follow state, municipal and NU policies
- Minimize visits to instances where onsite presence is required to complete work
- Maintenance/Installation of equipment are currently approved activities
- Requests to allow onsite visitors are processed by the Office for Risk Management (https://www.northwestern.edu/coronavirus-covid-19-updates/university-status/expectations/visitors/visitors-requirements.html)

  - Vendors providing services must be listed on the Approved Contractor List (https://www.northwestern.edu/risk/environmental-health-safety/facility-safety/approved-contractors-list.html)
  - All visitors must the online visitor request form at https://live.origamirisk.com/Origami/IncidentEntry/Welcome .
    - Core staff can complete on behalf of the visitor
    - Allow at least 48 hours for review
    - Choose date range that realistically covers dates visitor will be onsite to avoid repeat requests
Announcements

- **Equipment Grants**
  - 29 Proposals / $2.16M in requests
  - ~$1.2M available for funding
  - Strong economic incentive to fund through ReLODE
    - Increases future spending ability
  - Meeting December 10th
    - Will prioritize notification of cores with EOY quote expiration dates
  - All purchases over $25K still must complete financial review
    - Why now?
    - What strategic plans are supported?
Announcements

- **Equipment Grants**
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Announcements

- Box Retirement
  - Details at [https://www.it.northwestern.edu/about/it-projects/box-transition/index.html](https://www.it.northwestern.edu/about/it-projects/box-transition/index.html)

<table>
<thead>
<tr>
<th>Phase</th>
<th>Target Date</th>
<th>Status</th>
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<tbody>
<tr>
<td>Discovery</td>
<td>June—August 2021</td>
<td>Ongoing</td>
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<tr>
<td>Building</td>
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<td>In progress</td>
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<tr>
<td>Pilot</td>
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<tr>
<td>Deployment</td>
<td>October 2021—March 2022</td>
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<tr>
<td>Completion</td>
<td>April—August 2022</td>
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Announcements

Box Retirement

- NUIT contacting highest users first. ORIT will assist.
- CFA had recommended Box as an enterprise level data storage option as part of Rigor and Reproducibility Guidelines ([https://facilities.research.northwestern.edu/operations](https://facilities.research.northwestern.edu/operations))

- Options
  - OneDrive (file size and possible total storage limits)
  - RDSS + archival storage (annual cost / archival solution expected to come online in December 2020)

- For ORIT to understand scope, please complete survey at: [Core_Box_EOL](Core_Box_EOL) (one per core)
Staffing Update

- Senior Financial Analyst
  - Aaron Rosen → Yan Qiu (December 1st)
- Yan, Sheren and Andy will meet with cores in late winter depending on COVID mitigation requirements