URIC
Administrative Meeting
January 16, 2019
<table>
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<tr>
<th>TIME</th>
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<tbody>
<tr>
<td>9:00 – 9:05</td>
<td>Introduction</td>
<td>Joe Boes</td>
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<td>9:05 – 9:30</td>
<td>Northwestern Scholars</td>
<td>Nick Angeloni</td>
</tr>
<tr>
<td>9:30 – 9:55</td>
<td><strong>OSR &amp; FFRA:</strong> InfoEd Change Requests</td>
<td>Derek Kozlowski; Sara Krentz</td>
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<td>9:55 – 10:20</td>
<td>Annual Reports</td>
<td>Joe Boes</td>
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<td>10:20 - 10:25</td>
<td><strong>Financial Topics:</strong></td>
<td>Anne Martin</td>
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<tr>
<td></td>
<td>Transfer codes</td>
<td></td>
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<tr>
<td>10:25 – 10:30</td>
<td>Closing &amp; Questions</td>
<td>Joe Boes</td>
</tr>
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</table>
Introduction/General Updates

• Annual Report Call is out – more details to follow
• Frank Cutting has joined as Sr. Research Administrator
• PEX Goal Setting – reminder and request for completion by 1/31/19 if not already completed
Northwestern Scholars

Nick Angeloni
Director, Strategic Planning & Coordination
Northwestern Scholars – Adding URIC Faculty Membership

• Northwestern Scholars - Overview
• URIC Faculty “Membership” – Background & Pilot
  – Chemistry of Life Processes
  – ISEN
  – Buffett Institute
• Implementation Plan
Northwestern Scholars - Overview

University’s research profiling and networking platform
https://www.scholars.northwestern.edu/

Northwestern Scholars is a searchable database of research expertise across all disciplines at Northwestern University. Explore the profiles and research output (publications, patents, visual works, performances, etc.) of thousands of scholars, and learn about core research facilities at Northwestern. Discover the research expertise of Northwestern wide-raging schools, departments, institutes, centers, and graduate programs, and view collaboration networks among researchers within Northwestern and with external scholars. If you have any questions or concerns, please contact Northwestern Scholars Support at nuscholars@northwestern.edu.

Collaborations and top research areas from the last five years
Click dots and boxes to bring up details.
Northwestern Scholars - Overview

• Public-facing portal
• Administrative backend
  – Includes the data, configurations (e.g., what is or isn’t shown on the portal), data update functions, reporting
• Content populated from: sources of authority, and manually when necessary
  – Person and organization data: myHR
  – Grant awards (can be publicly shown): InfoEd; reports from Lurie Children’s Hospital and Shirley Ryan AbilityLab
  – Research Output: Scopus and other import sources (e.g., PubMed) for publication data
  – FSM faculty database for FSM faculty manually added-data
    • e.g., education, research interests, research keywords, manually added publications not in Scopus or PubMed
  – Manually added where necessary
• Runs on Pure software platform
URICs in Northwestern Scholars

Currently

- **URIC**: appears when myHR has at least one person with an appointment in the URIC
- **Experts in URIC**: only those with URIC appointments in myHR
- **Grant awards of URIC**: when the URIC is the managing organization in InfoEd
- **Publications of URIC**: associated only if an author’s primary appointment is in the URIC
- **URIC collaboration network**: reflects coauthors of publications associated with the URIC
- **Research Concepts “Fingerprint”**: system generated, performing data mining on publications and grants associated with URIC that have abstracts
URICs in Northwestern Scholars

Reason to add faculty “Members” for URICs

• Current URIC representation misleading - shows only faculty with official appointments
• URIC membership on faculty profile: visibility of URIC
• Increased visibility and “discoverability” of URIC as an organization, with more complete profile
• Provide URICs with ability to easily generate reports of faculty members and their publications for various uses (e.g., annual report, reporting to board, etc.)
Membership Configuration

Key Considerations

• Consistent across all URICs
• Portal usability and understanding by users
• Reasonably maintainable by URIC and Northwestern Scholars teams
• Provide as much value as possible within given constraints
Pilot Testing

• Confirmed Advantages and Process for Key Components
• Revealed constraints
  – Adding Publications - issues
    • Collaboration network issues
    • Efforts required by URICs and Northwestern Scholars team
Membership Configuration – Resulting Plan

• Associate faculty members with URIC organization
  – Affiliations will appear in URIC portal and on individual faculty pages
• Grant awards appear when URIC is managing organization
• Not add publications
• Turn off “Fingerprints” – avoid misrepresentation
• Disclaimer in description explains limitations of what displayed
• Centers not in myHR: will manually add to/retire from Northwestern Scholars as needed
Advantages to URICs

• Increases visibility of URIC through Northwestern Scholars
• Much better situation than what currently exists (only faculty with appointments)
• Defined faculty list in Scholars will make back-end reporting for annual report and internal needs easier
• Can be quickly accomplished
Membership Configuration – Process

• URIC will need to provide Northwestern Scholars team with:
  – list of faculty members
    • Updates can be made on a regular basis (annual report time) plus ad hoc updates when desired
    • Will create Box folder for easy update notification
  – Detailed URIC information for portal profile
    • URIC description, address, link to URIC website, contact info
    • Default if no description provided: will use short description on Office for Research URIC web page
Chemistry of Life Processes Institute
Northwestern University
University Research Institutes and Centers

Fingerprint
The fingerprint is based on mining the text of the scientific documents related to the associated persons. Based on that an index of weighted terms is created, which defines the key subjects of research unit.

Contrast Media
Chemical Compounds

Magnetic Resonance
Chemical Compounds

Imaging Techniques
Chemical Compounds

Magnetic Resonance Imaging
Chemical Compounds

Nanoparticles
Chemical Compounds

Gadolinium
Engineering & Materials Science

Gold
Chemical Compounds

Progesterone
Medicine & Life Sciences

Fingerprint concepts likely incomplete in reflecting research of URIC.

Network
URIC Portal Page – Future Example

Data in screenshot is for demonstration purposes only.
Research Interests

The properties and performance of materials - whether physical or biological or hybrid - are dictated by complex atomic and nanoscale architecture and associated phenomena. Our research is geared towards not only their understanding but manipulation and tailoring to yield favorable response and behavior. Such materials include nanostructures, especially inorganic/organic hybrids, and phenomena often revolve around various defects and their dynamic behavior. Thus, the core theme in Dravid group is the paradigm for “Form-Function” and “Structure-Property” relationship in diverse materials.

Education/Academic Qualification

Material Science and Engineering, PhD, Lehigh University  
... → 1990

Metallurgical Engineering, BSTech, Indian Institute of Technology  
... → 1984
Faculty Portal Page – Future Example

Data in screenshot is for demonstration purposes only
Organization Hierarchy – Future Example

- Test University Research Institutes and Centers parent
  - Demo- Chemistry of Life Processes Institute
    - Demo- Center for Developmental Therapeutics
    - Demo- Center for Molecular Innovation and Drug Discovery
    - Demo- Chicago Region Physical Sciences and Oncology Center
    - Demo- Proteomics Center of Excellence
  - Demo- ISEN: Institute for Sustainability and Energy at Northwestern
    - Demo- ANSER: Argonne-Northwestern Solar Energy Research Center
    - Demo- Center for Catalysis and Surface Science
  - Demo- The Roberta Buffett Institute for Global Studies
    - Demo- Center for Forced Migration Studies
    - Demo - Global Poverty Research Lab
    - Demo- Institute for the Study of Islamic Thought in Africa
    - Demo- Keyman Modern Turkish Studies
    - Demo- Program of African Studies
Comments

• We understand the desire to have publications included
  – not feasible at this time due to capacity and resource limitations

• Will continue to explore solutions and have consulted with partners at other institutions to gather ideas for developing a sustainable workflow
Implementation Plan

• Proposed Timeline:
  – January 25: need updated member list and profile information from URIC (ideally received sooner)
    • If not received, will use last year’s member list and short description
  – February 4:
    • faculty members and profile updates made in Northwestern Scholars
    • Standard report formats created for pulling reports for Annual Reports
  – First week of February: report training and access to URIC designee for generating reports from NU Scholars
Questions, comments, suggestions?

Contact

Ruth Allee, Director, Northwestern Scholars
r-allee@northwestern.edu , 847-491-8534

Northwestern Scholars Support
nuscholars@northwestern.edu
InfoEd Change Request Implementation
Forms and Workflow

Project Approach
• Dynamic Collaboration
  Business Partners - (OSR) Office for Sponsored Research
  Vendor – InfoEd
• Business Process Redesign
• Iterative Development

Benefits
• ESPR Retirement
• Improved User Experience
• Integrated Data
  WIP - Services based automation
New Process

Creating a Change Request:

• New Change Request module
• Dynamic Forms
• Complete and Submit
• OSR Workflow
Resources

https://www.northwestern.edu/controller/financial-operations-it/ffra-security-forms-and-reports/

https://osr.northwestern.edu/resources/infoed
Questions?
URIC Annual Reports
Joe Boes
Annual Reports - Overview

• Components and Due Date

• Updates and changes

• Box Folders:
  – Access, Templates, & Submission
Annual Reports
Components and Due Date

• **Narrative**
  – Strategic Overview; Programmatic Progress & Achievements; Resources; Sustainability

• **Appendices**
  – **Non-Budget**: Strategic Plan; Advisory Board; Membership; Scholarly Output; Honors and Awards; International Collaborations/Activities; Outreach; Space; Org. Chart; Personnel; Research Enabled; Core Facilities;
  – **Basic Business Continuity Plan**
  – **Quarterly Financial Projections** (2Q 2019)
  – **All Funds Analysis**

• **Due Date: March 1, 2019**
Annual Reports
Updates and Changes

New Components
• Basic Business Continuity Plan
• 2Q FY2019 Financial Projections

Edits/Updates
• Strategic Overview: “Data that Indicate Success” in goals table
• Space: Updated to align to Facilities Connect format
• Appendix 15 – All Funds: Alignment with Budget Transformation
  – Personnel to “Staff” and “Research/Faculty”
  – Fund 160 on Summary
  – Need to fully budget operations

Eliminated
• Appendix 15 – All Funds:
  – Sources and Uses (longer term planning)
Annual Reports
New Components

Basic Business Continuity Plan
• Template

2Q FY2019 Financial Projections
• Template
• Transfer Guide
Annual Reports
Edits and Changes

Narrative - Strategic Overview:

<table>
<thead>
<tr>
<th>FY2018 Goals as Reported in FY2017</th>
<th>Progress/Accomplishments Against Goals</th>
<th>Data that Indicate Success</th>
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Appendix 8 - Space:

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## Appendix 15 - All Funds:

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<td>&lt;Wildcat, Willie&gt;</td>
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Box Folders

Templates Folder Access
• “Viewer” access, enables access to templates and instructions
• General documents without specific security concerns

Designated Folder Access
• Those responsible for turning in should have “Viewer/Uploader” to designated URIC Box (acronym)
• Can add repeated uploads for any updates
  – Cannot delete or edit with provided access, version control
• Only provided to those with security access for viewing salary, and only needed for uploading/submitting
• Contains previous years documents, and Basic Business Continuity Plan if provided in past (FY16)

Submission
• Upload to designated Box folder
## Box Folders, cont.

All Files  >  ORG-RSRCH-URICA  >  URIC Annual Reports  >  ⊡ 6-URIC Annual Report Documents

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- **Templates here**
- **Upload here to submit**
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Questions?
Financial Updates
Anne Martin
Office for Research Transfer Codes
Revised 01/08/19

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<tr>
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<th>Expense</th>
<th>Revenue</th>
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<tr>
<td>Nets Out at Unit</td>
<td>Intra (within) same unit. Unit defined as URIC, Res Ops, or Research Admin</td>
<td>88252 in FY19 new</td>
<td>88552 in FY19 new</td>
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<td>88298</td>
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Revenue in From Central
- Appropriation In 88565
- Transfer In 88505

Other Revenue In
- StartUp & Retention 88561
Closing & Questions
THANK YOU!!!