

RAC Meeting 9/10/09-revised

1. New Ideas

Vanessa Foreman, RAC Chair

Sr. Program Administrator SOM Ctr for Vascular and Inflammatory Diseases

Idea:

- to hold best practice RAC meetings- people who do things well like Coeus can present their approaches to the rest of the group so that the group can benefit.

Central offices could recommend a person/ department who does something well) and then therefore would share the practice with the group.

2. Staff Senate Cost Savings

Ken Fahnestock, Administrator/Director Physiology

The UMB Staff Senate, Faculty Senate, SGA have been working together with the campus as shared governance bodies to present cost-saving ideas to Dr. Ramsay in this time of budget shortfalls.

The Staff Senate proposed cost saving measures to President Ramsay with the hope that if, on some future date, the University is faced with more cuts to our budget we would have savings to see us through instead of furlough options. The concern, of course, is that the fund needs to be protected for what is intended for and not spent on something else.

These ideas were emailed to everyone the other week.

Review: Cost savings could be generated by

- regulating heating better
- Reduce printed materials in lieu of electronic versions
- reducing celebrations and associated festivities
- reduction in the planting of annual flowers or adopting perennial options

Staff Senate discovered that issues are more complicated.

- Computerized thermostats not consistently regulated and people have resorted to heaters and fans to adjust the temperatures in their spaces causing increased use of electricity.
- Founder's Day is paid for by a Presidential foundation funds but the perception is still strong that times are tough and these funds could be used for something more critical.

Pending Furloughs:

Ken noted that Dr. Ramsey is leaning towards a 4% salary reduction for everyone instead of sliding furlough days. The prior furlough process was not well received and it was viewed as inequitable.

The following issues were presented and discussed:

Students, trainees and police officers are proposed to be exempt.

Employees supported by research grants (90% or more) are proposed to be exempt.

There is a proposal to add administrative days equal to the temporary salary reduction.

Dr. Ramsay indicated that the salary reductions will be temporary and will be restored July 2010 along with Departmental State support to the FY10 levels.

All we know is that Ramsay meets the Chancellor on the 18th to present the proposal and information will be disseminated to the campus the following week.

Your name could be here! Just present a best idea to RAC!

3. ORD Updates A-I

Dennis Paffrath

Executive Director for Research Admin

A. Staffing:

Sept 28- ORD will finally be fully staffed.

New distribution listing will come out re: dept and staffing group.

ORD added 6 people to help serve- 3 who were already here and have received new duties due to the advent of COEUS RAVEN which can do the reports people used to do.

B. Welcome to New ORD people!

- Marco Garza- from UMBI and prior to that the University of New Mexico Medical Centers.
- Cynthia McCoy- from the School of Nursing.
- Danielle Brown- coming Sept 28th -she will lead the newly created Team E

C. New Team Assignments, again

Yes, now ORD has 5 teams to serve the campus. Effective October 15th, these 5 teams are as noted in the attached handout.

4. Station break- Introductions

We introduced ourselves.

Back to Dennis (#3):

D. Subcontract database Update

- The software company has killed the bugs.
- Pilot group will be testing software.
- Rollout planned for 10/01.

This database will create forms and allow for better subcontract management.

E. E Verify

1. As of Sept 8, your Federal government has mandated that a university who has employees paid on a federal contract (not a federal grant) has to verify those employees. If the individual does not pass verification, the employee cannot work in the United States.
2. New awards will be coded as E verify.
3. Eric Danoff, Assoc Dir, HR Information and Info Systems, will request the 1-9 from HR.
4. You have 3 days to verify an employee on a federal contract with homeland security.
5. Again, federal grants do not require everify.
6. However, an IPA, for example, that is set up as a PO with Hopkins that receives the move from a Federal contract, will have to participate in e-verify.
7. Again, this is for federal contracts only.
8. The HR Service Center will determine how the I-9 gets to Eric Danoff.
9. A person only has to be e-verified when we have a new project id or an existing person is moved to a federal contract.
10. You only have to get everified one time.
11. Exception- those hired before 1986 at UMB are exempt from everify

F. Stimulus reporting for ARRA (American Recovery and Reinvestment Act)

An already existing presentation will be on the ORD website as of 9/11/09.

Stay tuned: Another presentation is coming that explains this.

1. Admin burden does not rest on administrators.
 - a. You will get an e-mail from ORD a month before the report date, except this month that email should come Sept 30 for Oct 10 reporting.
 - b. You will be asked two questions:
 - i. Has the public health statement changed? If so, ORD needs to know.
 - ii. % work completed. For this answer you will have four choices:
 1. Not started
 2. Less than 50%
 3. More than 50%
 4. Completed.
2. The rest of the reporting comes from the system.
3. Reports are cumulative, so if a cost is missed, you can catch it up the next time.
4. Please try to keep cost transfers to a minimum
5. The reported will be loaded to the Federal Government. Copy provided to PI, to You.
6. You have 20 days to correct substantial problems.
7. Dennis placed heavy emphasis on the word *substantial*. Too many corrected reports places us at an audit risk.

8. No Carry over permitted; no lateness.
9. Get payroll for this period in by next Friday so that it shows up on the first report.
10. Stimulus proj Ids should all be out by Monday.

G. Preaward Spending Accounts

- The interface between Coeus and eumb expected to arrive in Oct.
- Dennis has transitioned the set up of Preaward spending accounts back to the teams with the caveat that the teams should turn these around as fast as he and Nah did.

H. emails to Teams

- If you email a Team, the email goes to Dennis and the Team, so you do not need to copy Dennis on any emails addressed to a Team.
 - Please only send the request once.

I. Corporate Research Agreements

- These go to the Commercial Venture and Intellectual Property Venture group. (CVIP)
- ORD will no longer negotiate these agreements; ORD will only set them up.
- CVIP will present in December to the RAC
- You will route the corp agreement through ORD, but ORD will triage this to the corp. team.
- Key to corporate research agreements- the sponsor has to be a corporation.

5. Budget modifications Policy

Marc Wasserman

This policy has been distributed.

- Any budget modification on any contract and grant now go through financial services.

6.: Form 2590 has changed, again. Dennis will send an email update.

7. Effort reports-

Pat Holmes

Accounting Manager

636 Effort reports are due tomorrow. Wow, UMB has lots of employees.

Due to time constraints, Karen Sack's presentation has been postponed.

Meeting adjourned.

