Chair Chris Burns called the meeting to order at 12:31pm in 427a Waterman.

1. **Approval of the Minutes.** The minutes of February 8, 2018 were approved as written.

2. **UVM Connect, Brian Prindle.**
Research Administration

FY17 – Research by the Numbers

- Principal Investigators: 340
- Total Funding: $123M
- Federal: 60%
- Proposals: 1,200
- Awards: 700
- Sponsors: 300
- OutGoing Subawards: 250
- IRB: 6,023
- IACUC: 1,244
- IBC: 438
- FCOI: 628
- SFI: 47
Preparing UVM for the Future

Retire Old Systems

- SPA, RPO using – InfoEd (16-years)
- RI Home Grown System for COI

Replace with: **UVMConnect**

*Powered by Huron Software*

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**UVMConnect**

Our future electronic research administration and compliance portal

UVM investigators and administrators will connect and manage the lifecycle of:

- IRB, IACUC, IBC Protocols
- COI Disclosures
- Grants, Proposal Submissions through Award
- integration to PS Financials
UVMConnect - Support

Sponsors
- Office of the Provost
- Office of the Vice President for Research
- Larner College of Medicine
- University of Vermont Medical Center

Implementation
- Research Administration, has been tasked with the implementation of UVMConnect

UVMConnect - Timeline

- Project Start: February 20, 2018
- Complete: March 2020

Module Release Order:
- Phase I: IRB, IBC, COI
- Phase II: Grants (Proposals & Awards) & IACUC

- Project Manager: Lynn Tracy
UVMConnect - Timeline

Connect is being rolled out by module starting with the IRB.

<table>
<thead>
<tr>
<th>Year</th>
<th>Module</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>IRB</td>
</tr>
<tr>
<td>2019</td>
<td>IBC</td>
</tr>
<tr>
<td></td>
<td>COI</td>
</tr>
<tr>
<td>2020</td>
<td>GIRANTS</td>
</tr>
<tr>
<td></td>
<td>IACUC</td>
</tr>
</tbody>
</table>

UVMConnect - Teams

- **LEADERSHIP**
- Leadership must approve all significant changes to business processes that impact the research community as well as minor cost adjustments, minor timeline changes, and any changes in scope.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Contact Info</th>
</tr>
</thead>
<tbody>
<tr>
<td>Richard Galbraith</td>
<td>UVM VP for Research</td>
<td><a href="mailto:richard.galbraith@uvm.edu">richard.galbraith@uvm.edu</a></td>
</tr>
<tr>
<td>Brian Prindle</td>
<td>UVM Executive Director for Research</td>
<td><a href="mailto:brian.prindle@uvm.edu">brian.prindle@uvm.edu</a></td>
</tr>
<tr>
<td>Dennis Silver</td>
<td>RPD Director</td>
<td><a href="mailto:dirk.silver@uvm.edu">dirk.silver@uvm.edu</a></td>
</tr>
<tr>
<td>Savvy Stern (Phase 2)</td>
<td>SPA Director</td>
<td><a href="mailto:savvy.stern@uvm.edu">savvy.stern@uvm.edu</a></td>
</tr>
</tbody>
</table>
UVM Connect - Teams

- CORE TEAM
  - The Core team is to implement the project deliverables on time and within budget. Any deviation from what is “in scope” needs to be approved by the Leadership team.

- TECHNOLOGY TEAM
  - The Technology Team leads all technical requirements as outlined in the project plan including required interfaces and web development.

UVM Connect - Communication

<table>
<thead>
<tr>
<th>Vehicle</th>
<th>Target</th>
<th>Description Purpose</th>
<th>Frequency</th>
<th>Owner</th>
<th>Distribution Vehicle</th>
<th>Internal/External</th>
</tr>
</thead>
<tbody>
<tr>
<td>UVM Connect Website</td>
<td>Faculty / Staff and UVMRC</td>
<td>Updates on UVM Connect project milestones</td>
<td>As needed</td>
<td>SPA/RPO</td>
<td>Online</td>
<td>Internal / External</td>
</tr>
<tr>
<td>SPMU Listserve</td>
<td>Dept. Admin</td>
<td>Open / Opt-out SPA related notifications</td>
<td>As needed</td>
<td>SPA</td>
<td>Email</td>
<td>Internal / External</td>
</tr>
<tr>
<td>Current Listserve</td>
<td>Faculty / contacts</td>
<td>Project progress, training updates, process changes, new regulations</td>
<td>As needed</td>
<td>RPO</td>
<td>Email</td>
<td>Internal / External</td>
</tr>
<tr>
<td>Compliances Record / Member meetings</td>
<td>Board Membership</td>
<td>Project updates and member updates / decisions</td>
<td>Monthly</td>
<td>RPO</td>
<td>Face to face</td>
<td>Internal / External</td>
</tr>
<tr>
<td>UVMU/VUMHC Community Meetings</td>
<td>Communication of project progress and deliverable status</td>
<td>On request</td>
<td>Lynn Tracy</td>
<td>External</td>
<td>Lynn Tracy, applicable project team members, UVMU/VUMHC Community</td>
<td>Internal / External</td>
</tr>
</tbody>
</table>
THE 5-WEEK PLAN

1. Intros & Overview
   IRB 8.1 Demo

2. Core Team Simulations

3. Client Artifacts

4. Requirements Analysis

5. Creation of Deliverables
UVMConnect – Grants

UVMConnect – Goals

Improve Investigator Satisfaction
Intuitive online budget capabilities, clearly defined and easy to use workflow capabilities, SmartForm data capture.

Improve Staff Satisfaction
Improve staff satisfaction and productivity by leveraging new and more efficient systems and processes.

Increase Transparency and Access to Data
Through tightly integrated eRA systems, create portfolio view for the investigator and support staff can view all research activity in one place.

Improve Data Quality
Creating a single, accessible, and accurate source of data about the University’s research activity.
Committee Questions.
1. Annual reports are still submitted to the sponsor through their reporting system.
2. The old system is old and hard to use. The new system is easier, more efficient and much easier to learn. The training modules are way more informative and easier to manage.

https://www.uvm.edu/ovpr/research-administration

3. Graduate College Update, Dean Forehand

1. Stipend Levels for Graduate Research
   a. Dean Forehand gave an update on stipend levels for the different units on campus.

2. Centralized GTA training.
   a. Currently this is not happening on campus. The Graduate College is working toward centralized GTA training. Please send ideas to Dean Forehand.

3. Significant increase is mental health issues in graduate students.
   a. The Graduate College has trained two staff members, one in the medical school and one in the Graduate College office to work with students in crisis. As the need for these services increase the Graduate College will continue to provide support.

4. Housing.
   Currently there is no campus housing for graduate students. The university would like 5% to 10% housing for graduate students going forward. The forecast for housing
around campus show increases in the next few years. This will help with graduate and undergraduate housing.

4. **CIO Search.**

The CIO search interviews are scheduled as follows:

<table>
<thead>
<tr>
<th>Candidate One</th>
<th>Wednesday, March 21, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>12:00 – 1:00 p.m.</td>
</tr>
<tr>
<td></td>
<td>Waterman Building Room 527, Phi Beta Kappa</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Candidate Two</th>
<th>Wednesday, March 28, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>12:00 – 1:00 p.m.</td>
</tr>
<tr>
<td></td>
<td>Waterman Building Room 527, Phi Beta Kappa</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Candidate Three</th>
<th>Friday, March 30, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>12:00 – 1:00 p.m.</td>
</tr>
<tr>
<td></td>
<td>Waterman Building Room 527, Phi Beta Kappa</td>
</tr>
</tbody>
</table>

If you are unable to attend and have questions for the candidates please forward them to Chair Burns, he will be at all the interviews.

5. **New Business.** There was no new business at this time.

The meeting was adjourned at 2:02pm

The next meeting of the RSCA is scheduled for Thursday, April 12, 2018 from 12:30 – 2:00 in 427a Waterman.