

Research Admin Community (RAC) Meeting Minutes

March 05, 2020

Modernization

- Christine Galbreath
 - Carrie Johnston sent out emails to Grant Managers regarding cost shares
 - Requested responses with questions or concerns by end of the month
 - Workday Presentation
 - Features
 - SF 270 and WSU invoices will be electronic forms showing in the inbox
 - Launch integration available
 - Currently running tests and trialing multiple form types to work out bug prior to launch
 - Process remains essentially the same
 - Forms will route to SPS manager and will be viewable if SPS attaches them
 - Reports are exportable to Excel
 - Users can establish personal viewing preferences
 - Program can set up budget to plan funding over several years
 - SPAR
 - Set up to use same questions as current form
 - Can be changed if questions are no longer applicable
 - Will be determined after launch
 - There is an option to attach the budget at the bottom
 - Every grant should only use one award
 - Awards will be viewable through Workday
 - Cost reimbursable vs fixed amount types may need to rely on SPS to update
 - Fixed amount has an installment information section
 - Hard stops:
 - Won't be able to bill for more than award amount
 - Won't have to manually back-up overdraft
 - Many validations are in place
 - Award task-list available
 - Contacts
 - Specific SPS accountant will not be visible
 - AG Codes will continue to be used
 - PI and Director will continue to be visible on grant awards
 - All documents related to WSU grants and contracts will be processed through Workday
 - Sponsor-specific forms can be uploaded into Workday
 - Workday information can be transferred to meet sponsor requirements
 - Modernization is planning a "Roadshow" of meetings to address department specific concerns
 - Notify Modernization of any questions or topics of particular interest

Research Admin Community (RAC) Meeting Minutes

March 05, 2020

Office of Research Advancement and Partnership

- Emily Brashear
 - PIVOT – Limited Submission Process
 - List on ORAP site hosted by PIVOT
 - ORAP → Funding → Limited Opportunities → Overview
 - Deadlines are listed after the details
 - Each opportunity lists an internal deadline and a sponsor deadline
 - If the internal deadline has been missed, contact ORAP about submitting
 - Due to lack of other applicants, late submissions may be accepted
 - Application process is listed by the deadline
 - Opportunities on ORAP site can route users to PIVOT website
 - Be sure to be approved by ORAP for Limited Submission Opportunities
 - ORAP will evaluate applications for the best fit
 - ORAP will notify successful candidates when they are approved
 - ORAP will work with unsuccessful candidates to find other opportunities
 - ORAP website provides templates for submissions
 - PIVOT is free to users with a wsu.edu email address
 - Encourage faculty to apply for limited opportunities
 - Many grants have one or no applicants from WSU
- Maureen Bonnefin
 - ORAP Informational Presentation
 - Ins and Outs of Organizational Funding
 - March 10th
 - Faculty Informational Sessions
 - End of March through the beginning of April

Sponsored Programs Services

- Casey St. Clair
 - Staffing updates”
 - Many new hires
 - One open position still
 - SPS moving to JIRA for purchase cards
 - “Thank you” to all who gave feedback on policy update
 - COVID-19
 - WSU Incident Command has been activated
 - Travel restrictions and recalls are in place
 - If the sponsor won’t reimburse travel costs, WSU will
 - Plan documents are being created
 - Business continuity plans being created in case of shutdown

Research Admin Community (RAC) Meeting Minutes

March 05, 2020

- ORSO:
 - Proposals will still be processed and will take priority over other tasks
 - Similar to Government shutdown process
- PAC-12 Higher Education Conference
 - April 30th-May 1st
 - Email Casey with ideas for topics

Office of Research Support and Operations

- Matthew Michener
 - Staffing updates:
 - Jason Oliver – Contracts Manager
 - Kate Martinson – Grant and Contract Specialist
 - Jessica Smith-Kaprosy now has a staff of three
 - ORSO is short staffed by one person
 - “Current Pending” is not available, but “Biosketch” is accessible
 - New budget workbook is behind schedule but is in process
 - SAM.gov will be updating in a few weeks
 - EIN will not be going away
 - SAMI will be a new feature
 - Updates will be released as more concrete information is received

CAHNRS

- Kiersten Oliver
 - Watch for upcoming open positions

The next RAC meeting will be June 04, 2020 11AM-12PM in Lighty 405.