Research Administration Lunch & Learn

January, 2017

Happy New Year!

- Staffing Update

- Tracking Logs and Naming Conventions

- Funding Agency Updates

- *e*PAWS Update

- We're Moving! To 177 Huntington Avenue

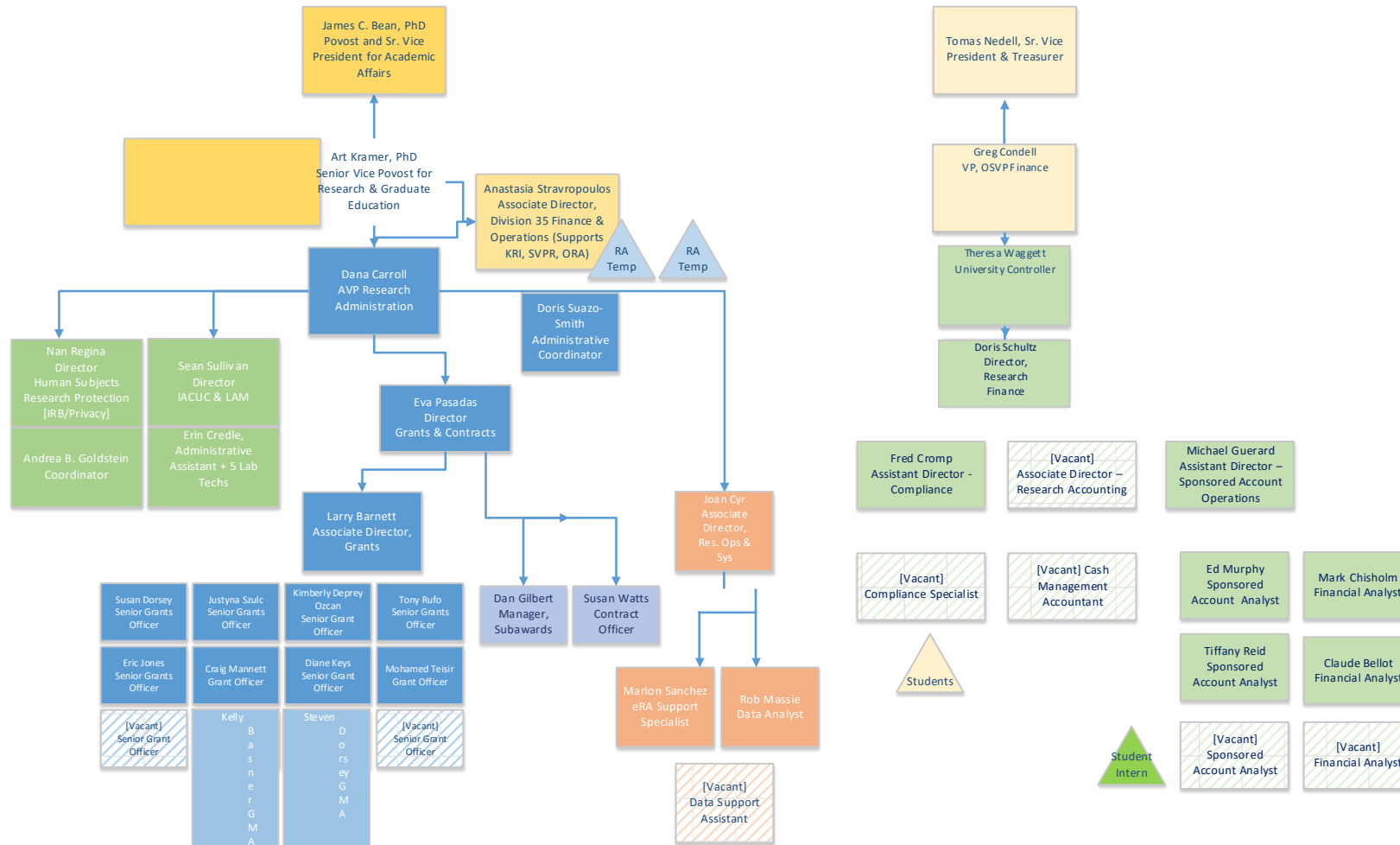# *Research Administration Reorganization and Staffing Update*

Larry Barnett will be retiring after 32 years of service in March 2017!

John Counts left NU in December; the Industry Contract Unit is being reorganized to better leverage CRI's engagement with corporations and for-profits.

Kelly Basner joins from MIT – today – as a Grant Management Administrator.

Joan Cyr has been promoted and is the Associate Director, Research Operations & Systems for the SVPR's division.

Office of Research Administration and Finance

James C. Bean, PhD
Povost and Sr. Vice
President for Academic
Affairs

Art Kramer, PhD
Senior Vice Povost for
Research & Graduate
Education

Anastasia Stravropoulos
Associate Director,
Division 35 Finance &
Operations (Supports
KRI, SVPR, ORA)

RA Temp

RA Temp

Dana Carroll
AVP Research
Administration

Doris Suazo-Smith
Administrative
Coordinator

Nan Regina
Director
Human Subjects
Research Protection
[IRB/Privacy]

Sean Sullivan
Director
IACUC & LAM

Andrea B. Goldstein
Coordinator

Erin Credle,
Administrative
Assistant + 5 Lab
Techs

Eva Pasadas
Director
Grants & Contracts

Larry Barnett
Associate Director,
Grants

Joan Cyr
Associate
Director,
Res. Ops &
Sys

Susan Dorsey
Senior Grants
Officer

Justyna Szulc
Senior Grants
Officer

Kimberly Deprey
Ozcan
Senior Grant
Officer

Tony Rufo
Senior Grants
Officer

Dan Gilbert
Manager,
Subawards

Susan Watts
Contract
Officer

Eric Jones
Senior Grants
Officer

Craig Mannett
Grant Officer

Diane Keys
Senior Grant
Officer

Mohamed Teisir
Grant Officer

[Vacant]
Senior Grant
Officer

Kelly
B
a
s
n
e
r
GMA

Steven
D
o
r
s
e
y
GMA

[Vacant]
Senior Grant
Officer

Marlon Sanchez
eRA Support
Specialist

Rob Massie
Data Analyst

[Vacant]
Data Support
Assistant

Tomas Nedell, Sr. Vice
President & Treasurer

Greg Condell
VP, OSVP Finance

Theresa Waggett
University Controller

Doris Schultz
Director,
Research
Finance

Fred Cromp
Assistant Director -
Compliance

[Vacant]
Associate Director –
Research Accounting

Michael Guerard
Assistant Director –
Sponsored Account
Operations

[Vacant]
Compliance Specialist

[Vacant] Cash
Management
Accountant

Ed Murphy
Sponsored
Account Analyst

Mark Chisholm
Financial Analyst

Students

Tiffany Reid
Sponsored
Account Analyst

Claude Bellot
Financial Analyst

Student
Intern

[Vacant]
Sponsored
Account Analyst

[Vacant]
Financial Analyst

RA Tracking Logs

RA maintains logs on a Sharepoint site of all transactions that require institutional review and approval, e.g., award obligation setups, university prior approval actions (e.g., advance funds, no cost extensions, miscellaneous actions and agreements) as well as a separate log of industry-related contracts.

The Grants Management Administrators (Steven Dorsey and Kelly Basner) maintain and manage these tracking logs.

Naming Convention: Log #, PI Last Name, Funding Agency/Grant No., Type

U-171015 Smith NIH 5R01CA12345-05 NCE

ADRs receive weekly reports each Friday.

RA Tracking Numbers

A useful reference when communicating with RA or within college/department.

- *Award Obligation Tracking Log*
  - *e.g. A-170815*

- *UPAF+ Tracking Log*
  - *e.g. U-171015*

- *Industry Agreements Tracking Log*
  - *e.g. C-170205*

Agency Updates

- NOT-OD-17-030 NIH & AHRQ Updated Font Guidelines for Applications to Due Dates On or After **January 25, 2017**
    - 11 point or larger
    - No more than 15 characters per inch (including spaces)
    - No more than six lines per vertical inch

- NOT-OD-17-029 **Change in Standard Due Dates** – NRSA Individual **Pre-Doc Fellowship** to Promote Diversity (F31- Diversity)
    - Effective for Calendar Year 2017, F31 Diversity will be due on same dates as other F Series applications- April 8, August 8, December 8

- NSF

- NSF 17-1 Reminder: Significant Changes/Clarifications to PAPPG
    - Effective January 30, 2017

ePaws Updates

- *ePaws updated functionality:*
  - *Change the status of an abandoned "In Progress" ePaws proposal to "On Hold" and remove it from dashboard view*
  - *Add and remove units to a proposal person*
  - *Sync Units, Persons, and Sponsor data "on demand" to the ePaws database (System Administrators Only)*
  - *User guide available on ORAF website:*

    ePaws
    - ePaws user guide 1-10-17
- *Feedback welcomed!*

We're Moving!

February 8th and 9th 2017

5th floor of 177 Huntington Avenue

Mailing Address:
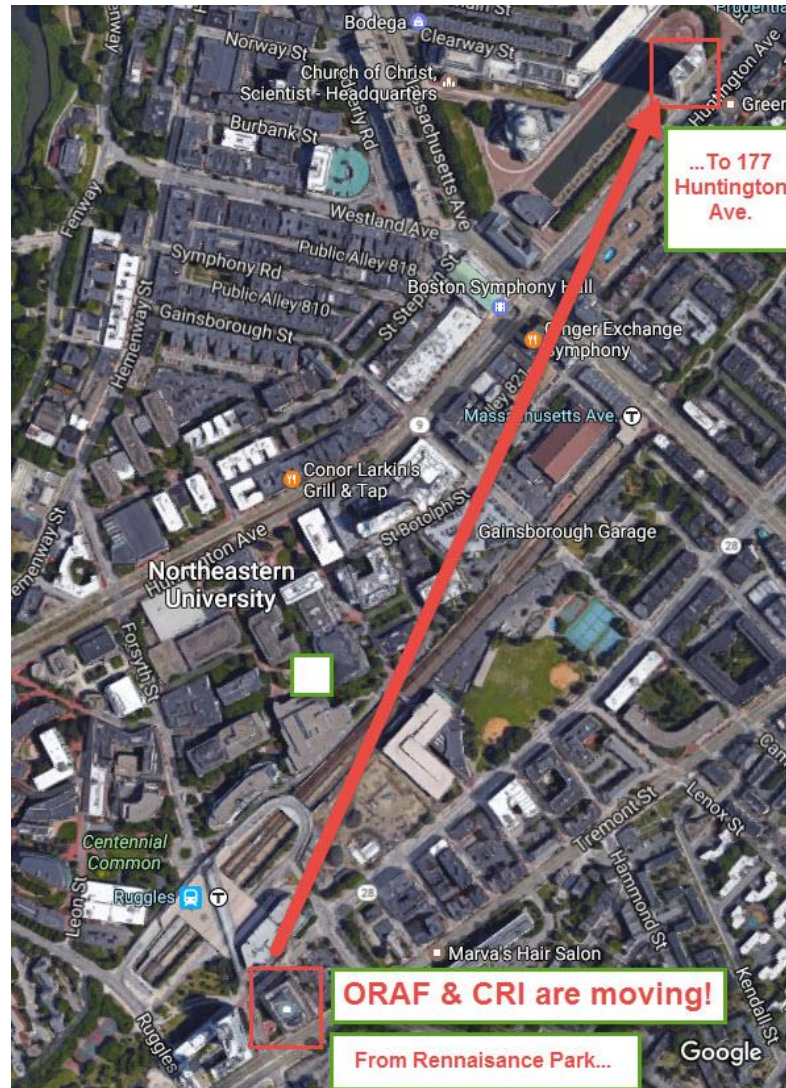### Research Administration
540-177
360 Huntington Avenue
Boston, MA 02115

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