

RAC Minutes 11/12/2009

Meeting called to order 12:05 by Vanessa Foreman

Vanessa asked that everyone distribute the latest MIPS presentation notice to all faculty members in our Departments and to encourage registration for this course by all who are interested.

Wendy Sanders - Assistant Dean for Research Career Development

Wendy discussed the upcoming NIH application process changes that will go into effect January 25, 2010. Dr. Reese has requested a seminar type presentation to be established to discuss these important changes., and we have scheduled a number of these seminars so far. Due to demand, we are scheduling more.

A listing of the events and seminars conducted by the Career Development Office is located at <http://medschool.umaryland.edu/career/> . These courses are not open to SOM only anyone interested is welcome to sign up and attend.

Question: Are there any faculty at UMB who have experience in reviewing grants under the new process?

Answer: Yes, we have a number of faculty who are currently serving on study sections and are therefore familiar with the new review criteria – including Steve Munger, Asaf Keller, Alessio Fasano, and Mike Donnenberg.

Eric Danoff - Associate Director, HR Information & Network Systems

Eric presented a slide presentation on the e-verify program and what it means to folks at UMB. The presentation is attached for those who were unable to attend.

As of September 8, 2009 we are required to e-verify ALL employees who are assigned to Federal Contracts at UMB. The goals of e-verify are to reduce unauthorized employment on Federal Contracts.

How will this work?

ORD will identify Federal Contracts that have e-verify clauses in them and notify the owner Department of that contract. Within 3 days of hiring a NEW employee on a Federal Contract, paperwork must be submitted to e-verify that employee. Results of the verification process will be returned to the hiring Departments for further action. The slide presentation goes into more detail on the process and actions required.

The difference in implementation and maintaining e-Verify- 3 days after start date to verify new or transferred employees assigned to federal contract e-verify employee assigned to federal contract even if not funded by contract cannot discuss e-verify with candidate until job is offered and accepted. once accepted, want to get the I-9 documentation ASAP in order to meet the 3 day mandate employee has 8 days to appeal a tentative non-confirmation consequences of not meeting e-Verify requirements include fine and debarment

Suggestion made that COEUS have a TAB much like ARRA funding that would identify whether the proposal has an e-verify clause or not.

UMB website for e-verify is <http://www.hr.umaryland.edu/servicecenter/everify.htm>

Presentation and current Form I-9 attached.

Bob Rowan - Senior Associate Vice President Administration and Finance

Bob explained that Dr. Ramsay established the Campus Sustainability Steering Committee in 2008 that is tasked with looking at issues that affect the campus. One of the tasks for this committee is a climate action plan to help guide the campus leadership on a number of topics.

Bob explained programs that are currently being covered that include recycling Go Green initiatives, communication, transportation, energy efficiency and others. Bob discussed the current bicycle storage area that is being established. A listing of these initiatives is attached.

The Campus Sustainability Steering Committee has a link on the UMB website.

<http://www.umbfm.umaryland.edu/sus/sus.cfm>

This website has a wealth of information as well as the sub-committees that make up the entire committee as well as members of the committee, mission and meeting notes.

Marc Wasserman – Director, Financial Services

Marc introduced Willem Bosma who is the Manager of Systems Programming. Willem presented an alternative for document imaging services that is now available to the campus. The company is called Imagenow. This system is a way to capture, organize and distribute documents of all types. It offers an alternative to some of the currently used shared drives and increased efficiency. There is a cost associated with this service.

The presentation is attached for your review.

Willem's contact information is:

Willem Bosma

wbosma@af.umaryland.edu

6-7370

Office of Research & Development

Jeanne Galvin Clarke presented information on the new Sub Award Request Form (SuRF).

This system is used to submit a request to ORD to issue an outgoing subaward from UMB to a collaborator's institution that is funded by one of your PI's grants or contracts. This system replaces the paper versions that we have used in the past.

The website for more information and to get your username and password to this new system is at:
http://www.ord.umaryland.edu/awards_management/surf.html

The NIH plan to update forms and shortened applications goes into effect January 25, 2010. Shortened research plans and NIH Biosketch modifications are among the new changes to become familiar with.

T and K series grant proposal will soon be submitted only in an electronic format.

NIH continuous submission process can be found at: <http://grants.nih.gov/grants/guide/notice-files/NOT-OD-09-155.html>

All non-competing continuations other than NIH ESNAP proposals MUST be routed and approved before a temp account can be processed.

Meeting Adjourned!