Research Administrators Forum

Sponsored by Office of Research Administration

Ann Pollack
Assistant Vice Chancellor - Research
Campus Research Compliance Coordinator

March 11, 2010
Meeting Agenda

- Welcome and Announcements
  - Ann Pollack, RPC

- Research Misconduct and Related Issues
  - Ann Pollack, RPC

- Updates from Extramural Fund Management:
  - Effort Reporting, Payroll Cost Transfers, ARRA Reporting
    - Evelyn Balabis, EFM

- RAPID Project Update: Roll-Out of Fund Close-out Tool
  - Nate Haines, Huron
  - Brian Atienza, EFM
  - Kathy Kawamura, Molecular and Medical Pharmacology
  - William Paja, EFM

- Lab Safety Issues that Research Administrators Need to Know to Keep Their Researchers Safe
  - Colin Dimock and Rowell Enrique, EH&S Research Safety Division
Research Policy & Compliance

Ann Pollack
Assistant Vice Chancellor – Research
March 11, 2010
Responding to Allegations of Research Misconduct

- UCLA Policy 993: “Responding to Allegations of Research Misconduct”.
- Applies to all research (not just federally funded).
Research Misconduct

- Defined as:
  - *Fabrication*: making up data or results.
  - *Falsification*: manipulating research materials, equipment or processes, or changing or omitting data.
  - *Plagiarism*: the appropriation of another’s ideas, processes, results or words without giving appropriate credit.
Policy 993 applies to all academic appointees and staff who were at UCLA at the time of the alleged research misconduct.

Policy 993 applies to students working on federally-funded research or who were supported by federal research training grants at the time of the alleged research misconduct.
Allegations of Research Misconduct brought against students engaged in other research (no federal support), or those preparing M.A. theses or Ph.D. dissertations, are handled under the Student Code of Conduct.
Policy 993 does not *apply* to faculty teaching activities.

The definition of Research Misconduct *does not include*:

- authorship disputes;
- honest error or differences of opinion;
- other kinds of alleged wrongdoing.
Research Misconduct

- The Vice Chancellor for Research = the UCLA Research Integrity Officer.
- Allegations should be reported to the Research Integrity Officer.
Resources and Contacts

- Roberto Peccei, Vice Chancellor for Research, Roberto Peccei
  - X59347
- Ann Pollack Assistant Vice Chancellor – Research
  - X40387
Resources for Reporting Other Kinds of Wrongdoing:

- Graduate Division
- Office of the Dean of Students
- Audit & Advisory Services
- EH&S
- Office for Human Research Protection Programs
- Office of Animal Research Oversight
- Sexual Harassment Prevention Office
- Other
Reporting suspected Improper Activities

- William Cormier, Director, UCLA Administrative Policies and Compliance,
  - x5-4010
- UCLA Compliance Hotline
  - 1800-296-7188 or
  - http://universityofcalifornia.edu/hotline
Extramural Fund Management

Updates

• Effort Reporting
  - Summer ’09 and Fall ’09 certifications will be available mid April.

• Payroll Cost Transfers
  - System Roll Out – March 17, 2010

• ARRA
  - Department deadline for submission to EFM through portal is March 25, 2010.
RAPID Update

Research Administrators Forum (RAF)
March 2010
Agenda

• Project Update (Nate Haines)
• Closeout Tool Testing Update (Brian Atienza)
• Training & Rollout Update (William Paja, Kathy Kamamura)
Project Update

Presenter: Nate Haines
Rapid Projects/Priorities

- Effort Reporting
- Cost Transfers
- Proposal/Award Tracking
- InfoEd Improvements
- Performance Metrics and Measurement
- PI Dashboard
- Invoicing
- Award Set-up
- ORA Portal
- ARRA Reporting
- Staff Training
- Letter of Credit (LOC)
- webIRB
- OHRPP Operations
- OARO - TBD
- Financial Reporting
Current Team Members

**ORA**
- Marcia Smith

**EFM**
- Jennifer Aguilar
- Brian Atienza
- Evelyn Balabis
- Jevon Echave
- Willian Paja
- Maurice Taylor
- Winny Migletz

**OCGA**
- Cindy Gilbert
- Martha Hansen
- Linnaea Mallette
- Miesha Bailey

**Campus Representation**
- Ned Avejic
- Nancy Blumstein
- Karla Breen
- Rory Constancio
- Duy Dang
- Michelle Deluca
- Robert Duncan
- Mike Hassanvand
- Alan Illescas
- David Jaquez
- Sheila Jefferson
- Kathy Kawamura
- Raellen Man
- Jim Nakatsuka
- Neda Navab
- Terry Novorr
- Michelle Phillips
- Cathy Rujanuruks
- Lana Song
- Keith Steele
- Dawn Zelmanowitz

**ORIS**
- Jackson Jeng
- Jessica Lee
- Terry Wingo
- Mila Remigio

**Huron**
- Nate Haines
- Sarah Horner

To Get Involved: [RAPIDfeedback@research.ucla.edu](mailto:RAPIDfeedback@research.ucla.edu)
## Financial Reporting Timeline

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<th>2009 (OCT – DEC)</th>
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<tr>
<td><strong>Early Initiatives</strong></td>
<td><strong>1. Smart Closeout Tool</strong></td>
<td><strong>3. PAMS Enhancements</strong></td>
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<td><strong>2. PAMS System</strong></td>
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Closeout Tool Testing Update

Presenter: Brian Atienza
Testing Team

**ORA**
- Marcia Smith

**EFM**
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Testing

Goal
- To ensure accuracy of the Close-Out Tool

Approach
- Testing various award types from different sponsors
- Selected awards going through several rounds of testing

Timeline
- Round 1: Completed Feb 24th
- Round 2: To be completed by end of the week
- Round 3: To be completed next week

Current Status
- Testing fixed bugs/enhancements resulted from Round 1

Expected Completion Date
- Mid March
Training & Rollout Update

Presenter: William Paja, Kathy Kawamura
### Training & Rollout Team

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Training & Rollout

- Status update
- How rollout will happen
  - Phases
  - Training
  - Timing
Phase I

Smart Close-Out Tool User Guide

• Defining Data
• How to use Generated Data
• Hints & Tips
• Glossary of Terms

Focus on Ease of Use
• Coordinated color-coded tabs
• Bookmarks
Phase II

“Train the Trainer”

• Trainers – cross section of dept. reps
• EFM – accept Smart Close-out Tool

Full Campus Availability

• Smart Close-out Tool posted on Portal
• Smart Close-out Tool User Guide Posting (draft)
Phase III

Full Campus Training

• “Like Departmental Groupings”
• Live Demonstration
• On Site Trainers from Phase II
Successful Smart Close-out Rollout !!!