ARC NOTES

THE OHIO STATE UNIVERSITY

The Administrative Research Council

Robert McGrath Joins Battelle Leadership Team (Departs OSU)

Dr. Robert McGrath, Senior Vice President for Research, will leave OSU at the end of July to join the Battelle Memorial Institute as a member of their Global Laboratory Operations leadership team. In his new role, he will assist with the management of the U.S. Department of Energy national laboratories and associated energy R&D programs. The hiring of Dr. McGrath furthers the close relationship Battelle already has with The Ohio State University and opens even more avenues for future success.

At Ohio State, McGrath has been responsible for overall strategic planning and infrastructure support for the university's $720 million annual program of basic and applied research. During his tenure, research expenditures have increased dramatically and the university has grown to be the nation's 7th largest public university in terms of total research, up from a rank of 12th in 2004 when McGrath arrived. In 2007, industry-sponsored research climbed to $142 million, making Ohio State the nation's second largest in terms of R&D partnerships with industry.

McGrath says the position at Battelle will present him with new opportunities and challenges in energy R&D. "I'm excited to be working with Battelle supporting development of the broad range of technologies that will be required to ensure a reliable and affordable energy supply for the nation," he said.

"Bob McGrath has advanced the university's research efforts in important ways," said Ohio State President E. Gordon Gee. "As much as we will miss him, we look forward to continuing our work together through his new position at Battelle."

ORTEC Launches New Website

The Office of Research Training, Education, and Communication has a new web site. Visit http://research.osu.edu/ortec to learn about and register for Office of Research events.

Next ARC Meeting

There will not be an at-large meeting during summer quarter. Work groups will continue to get together throughout the summer as needed to work on their individual projects. REMINDER: You can use Carmen to continue work group huddles outside of the quarterly meetings.

The Fall Quarter Meeting will be held October 8th from 9:00 to noon (coffee and pastries at 8:30) at the Biomedical Research Tower. We are arranging a tour of this research facility on that day for anyone interested.

April 15th ARC Meeting

Thank you to Tom Ewing and Phil Schirtzinger for their *Overview of F&A* presentation. Thanks also to Sarah Starr who spoke to the group about how the COS database can be customized for funding searches. Video recordings of these presentations will be made available on the ORTEC web site.

New ARC Toolbox

On the ARC web site, we have assembled a collection of helpful links for research administrators. (Click on the Toolbox link from the home page.) This web page includes links to the federal circulars (A-21, A-110, and A-133), State of Ohio laws, Federal Acquisition Regulations, and much more. Recently, the OMB circulars were codifed; this means that you can now access the federal circulars in the Code of Federal Regulations (CFR) as well as from the Office of Management and Budgets (OMB).

Ed Gardner Retires

Best wishes to Ed Gardner, Director of Institutional and Data Analysis, who is retiring after thirty-one years of services to the Research Foundation. Over the years, Ed has provided statistical reports on all phases of grants activity to faculty, administrators, and university officers to aid in managing university research. Good luck to Ed whose favorite quote is, "You win with people."

New Appointment

Congratulations to Lisa Jones, Sponsored Program Officer for the colleges of Mathematical and Physical Sciences and Social Work. Lisa has been appointed to the National Council of University Research Administrator's Financial Management Committee beginning June 2008 through December 2011.

ARC Work Groups Continue to Make Progress

Roles and Responsibilities

This group has been busy examining the roles of research support personnel within the university. They have discovered an assortment of positions with varying roles, many with overlapping responsibilities. The group has been brainstorming to list titles and functions within the departments and colleges and will soon begin to review faculty and Research Foundation positions as well. They have also been evaluating websites from other universities that have already completed this exercise. Their plan is to list the assorted roles in each area and provide a description of the responsibilities of each. As they move through this exercise, they may decide to categorize functions in areas of pre-award, post-award, and compliance. Creating a matrix listing primary and shared responsibilities of each position/role is also something they hope to accomplish.

Compliance and Accountability

This group has been discussing strategies to improve compliance with certification of Effort Reports and PET justifications. Based on an ARC member's suggestion, the Research Foundation has reformatted the "Pending E-Cert Report" to include the actual dollar amount of pending Effort Reports for each college/VP area instead of simply listing the number of pending reports. This strategy has greatly improved compliance rates.

This group has also requested some enhancements to the PI Portal's encumbrance reporting such as post doc fellows, trainees, tuition and fees. Information has been gathered surrounding all of the issues involved in these encumbrance processes. An update will be shared at a future meeting.

Another priority is to develop a communication on the topic of allowable costs, and the group is reviewing a draft memorandum and hopes to release this to the research community very soon. Also, they have obtained permission from Harvard University to share a PowerPoint presentation designed in a case study format that helps to illustrate these concepts.

Processes and Procedures

The Processes and Procedures group had a lively discussion about a number of topics. The group agreed that the activities they were most interested in pursuing were assistance documents for entering personnel appointments and the activities around the end of projects.

Communications

The group is analyzing data from the survey that was sent out spring quarter and is also compiling questions and answers about research administration that will be placed in a database and made available to the campus research community.

Training

It was decided that representatives from the work group would review existing training materials such as *Being a PI at OSU* and the *PI Portal Overview*. Drafts of the courses *Proposal Budgeting* and *Award and Project Management* are posted on Carmen for overall group evaluation.

It was determined that courses on project personnel and compliance should be the first new education developed; individuals from the group volunteered to participate in this process. Content development has begun for both courses and is expected to continue through the summer. If you would like to participate or have suggestions, please contact Kathy Froilan at froilan.2@osu.edu or 688-3878.

Save the Date!

Our annual "Research Support Expo" will be held Thursday, October 2, 2008 at the Blackwell Hotel and Conference Center. This event kicks-off a month-long series of events designed to showcase the wide of range of research support services available to the Ohio State research community. More information is available on the ORTEC web site.