



Resource Optimization

Highlights

HSD

In the last 3 months:

- HSD has trained 72 people in Navigating the IRB process classes

OSP

Between 4/1/10-7/1/10:

- OSP processed 1387 awards
- OSP reviewed 2088 grants and contract proposals
- OSP held various trainings for 470 people on campus

ORIS/SAGE

In the last 3 months:

- ORIS/SAGE have trained 103 people in SAGE and Budget classes
- Completed a Drupal hosting strategy for OR partners
- Revised the HSD website

Initiatives Completed in Last 3 Months

Unit	Initiatives Completed in Last 3 Months	Measurement of Efficiency/ Savings Achieved/ Adding Value
HSD	Revision to Policy regarding Signatures on IRB Forms Implementation date of June 18, 2010	This change will reduce burden where there is no clear benefit to compliance or subject protection while reaffirming the fundamental responsibilities of those involved in human subjects research.
ORIS	Clinical Trials Handbook materials	Provide single resource for researchers to find guidance
ORIS	Drupal hosting strategy for OR partners	Will determine web resource effectiveness, including sharing web site management practices to other research administrative offices, and actively assist them in implementation
ORIS	Revision of the HSD website	Support new initiatives within the Human Subjects Division
OSP	Define process for foundation gift vs. grant processing	Provides a shared process among OSP, GCA, the Gifts office and University Advancement to handle checks which are not clearly a gift or a grant. Goal is to cut processing time from months to 2 weeks.
OSP	Rewrite affiliation agreement with SIBCR and develop a new process for subcontracts and joint personnel agreements	Rewriting the affiliation agreement will streamline the JPA to a single page, dramatically reducing negotiations necessary.

Current Initiative Projects

Unit	Current Initiative Projects	Milestones Achieved to Date	Expected Measurement of Efficiency/ Savings Achieved/ Adding Value
HSD	Revision of IRB application	We are three-quarters of the way through the process of beta-testing the revised application. We have received 22 beta-test applications that are currently under review. We are receiving significant and structured feedback from beta-testers that will be used to make further revisions to the form before its implementation in Fall 2010.	Increase approvals at first IRB review by 30 to 40%.
HSD	Revision of HSD Web site	New site currently scheduled to launch to campus Monday, September 13, 2010.	The new site will allow users to more readily find information pertaining to preparing, submitting and managing human subjects applications.
ORIS	Royalty Research Fund (RRF) database overhaul	Reports have been designed and are being tested. September will deploy	Overhaul the RRF database to further streamline the RRF process, saving time for campus.
ORIS	The Budget Module	Released Budget 2.2	Data input is able to be pulled out thus allowing metric measures and data to be utilized by other applications
ORIS	Subcontracts	Releasing in full functionality late September	Automate and streamline the process needed to establish subcontracts, and track invoicing, to ensure timely closeouts. These are improvements that benefit campus and a cross-unit partnership and collaboration with GCA that is developing completely new business process and system functionality.
ORIS	Document Imaging and Management System	Are in final stages of the RFP selection	Begin phased use of a new Document Imaging and Management System

	[DIMS]	process, and a decision is expected in Fall QTR	[DIMS] being purchased through a cross-unit project led by FM/SFS/OR/ and the Admissions offices of all three campuses.
ORIS	UW research centers web page overhaul	Centers search page pending	Create a streamlined, user-friendly page for UW research center listings
ORIS	Content Management	Continued assessment of strengths and risks for available cms products; recommended multi-tool approach, selecting a "best-in-class" option based on the specific criteria for each project	Implementation of a fully capable content management approach to handling online information that reaches the end user through applications, informational sites, and downloadable materials
OSP	Rewrite affiliation agreement with Seattle Children's and develop a new process for subcontracts and joint personnel agreements	Negotiations with Seattle Children's in progress.	Rewriting the affiliation agreement will streamline the process, reducing negotiations necessary.
OSP	Revise and streamline electronic award intake process – Phase I for NIH and NSF awards	Planning and process complete, training and active transition in progress. Will be complete FY 2011 Q1.	Moved this function to the Program Coordinators to be more in line with job responsibilities.
OSP	Transition mail out function from PCs to front desk	Planning complete, including phased approach to transition. On hold pending completion of OSP & HSD front desk consolidation.	This reassignment of responsibilities frees PCs to take on award intake responsibilities as well as award processing for certain types of awards.
OSP	UW Technology Control Plan Revision and Policy Statement	Overall process and template is complete and awaiting approval. Project profile aspects are in progress.	Standardized security policy and guidance for CUI; flexible and dynamic security measures per project. Will enhance security compliance UW-wide and offer researchers more direction on adequate security for restricted projects.
OSP	OSP Research Administration Policy and Process Team (RAPPT)	Charter approved by sponsors. Completed prioritization criteria and tool, later refined to yield more appropriate rankings. Completed intake criteria and process. Intake materials created and revised for use by OSP staff and management to bring issues to RAPPT's attention. High level problem statements completed and prioritized. Created OSP RAPPT SharePoint site for document management on the development server.	Provide consistent intake point for OSP projects to help prioritize and manage interdependencies. Process improvement throughout the office executed in a systematic way.