



Resource Optimization

Highlights

HSD

- Turn-Around Time for Minimal Risk Modifications decreased by two business days for both single-change and multiple-change modification requests from the prior reporting period.
- Turn-Around Time for Expedited Modifications for Studies Requiring Full Board Oversight decreased by one business day for both single-change and multiple-change modification requests from the prior reporting period.

OSP

- Held trainings for 167 people
- Subcontracts turn-around time has significantly dropped from 7.71 days in July 2011 to 1.1 days in June 2012

ORIS/SAGE

- Grant Runner projected campus savings – over \$60,000 per year by 2013
- SAGE Budget projected campus savings – over \$300,000 per year by 2014
- Held trainings for 90 people

OEI

- Held trainings for 187 people

Projects Completed

Unit	Projects Completed in Last 3 Months	Measurement of Efficiency/ Savings Achieved/ Adding Value
HSD	Developed & Implemented the UW IRB policy	Clarified issues related to research occurring at NW & Valley General
HSD	Developed and Implemented 'DOES' Organizational Change Management System	Increases HSD capacity to prioritize and manage projects; Engages HSD staff in identifying and solving issues as they arise.
HSD	Subject Number Policy, Procedure and Form Revision	Significant reduction in observed non-compliance as well as demands on staff time
OSP	Centralization of mail out function to dedicated, responsible party.	This reassignment of responsibilities frees PCs to take on award intake responsibilities as well as award processing for certain types of awards.
OSP	Compliance review at time of award and supporting system enhancement (system enhancement phase I).	System enhancements now supports business practice of holding all awards which need a compliance review prior to processing. This enhancement reduces compliance risk.
OSP	HSP/OSP Compliance review & award process	Final policy changes drafted. Documents in final draft. Training is scheduled for 2/21/12
OSP	*GIM 31 re-drafting content based on OSP comments – The draft GIM is now with The Small Business group for their review/action. *GIM (New) reinitiated discussion of policy on International Research.	Updating of GIMS will provide more clear, consistent and current guidance to campus. New format will call out process separately from policy and give better direction to campus for both.

	*GIM 9 and new OSP Advance Budget review process is pending system and office implementation	
OSP	Compliance review at time of award and supporting system enhancement (system enhancement phases II & III).	Enforcement of the Parent/child relationships in SPAERC will benefit more reliable reporting
ORIS	OAW needs Evaluation	Needs evaluation, identify process improvement opportunities, gather requirements for protocol management solution, propose solution strategy
ORIS	Platform/Dashboard Solution Strategy	Assess current landscape, determine possible solutions, determine possible scope, solution strategy/technical roadmap
ORIS	HSD DOES Project Planning & Mentoring	Operational process for executing process improvement projects; Assist in hiring Project Manager & mentoring for success
ORIS	Advance Budget Number Eligibility Tool	Online instruction for when an Advance Budget can be created for a given eGC1
ORIS	Merged Access	Improved efficiency and quality of data - precursor to Proposal, Award and Bridge
ORIS	Budget ID	Unification of SAGE and FIN data
ORIS	Knowledge Base Development	Centralized, accessible knowledge for ORIS
ORIS	SPAERC Support site	SPAERC support site that includes the guide and FAQ for this module
OEI	School of Dentistry: Procurement Case for Change	Identified more than \$3M in savings opportunities
OEI	Global Health ECO: Problem identification/mapping	If implemented, will increase staff capacity, & improve service delivery to the more than 450 undergraduate & graduate students enrolled.
OEI	School of Social Work: Problem identification/mapping	If implemented, will increase staff capacity & build a culture of continuous improvement
CPMG	CPMG Pilot Phase	Permanent Funding for 1 FTE secured

Projects In Progress

Unit	Current Project	Milestones Achieved as of 6/30/2012	Expected Measurement of Efficiency/ Savings Achieved/ Adding Value
HSD	Needs Assessment for Research Roadmap	Project charter developed; scope identified, subject matter experts identified; Project kickoff meeting held	Enable HSD to convert to an electronic application system
HSD	Website 'Home Box' revision	Draft of new home box created	Increase ease for researchers in navigating the HSD website; Reduce staff burden by decreasing calls to the office
HSD	Developing of 'Use of Identifiable Specimens Data' form	Draft of form developed; vetting process begun	Expands form to include specimens as well as records; Significantly clarifies & streamlines review process for researchers and IRB staff
HSD	File Standardization	Project work group formed; current file system assessment begun	Increase efficiency in reviewing files for staff and IRB members
OSP	Revise Grants Information Memoranda (GIMS)	Reviews and updating of GIMS 10, 7 & 38 are now underway with the appropriate process partners	Updating of GIMS will provide more clear, consistent and current guidance to campus. New format will call out process separately from policy and give better direction to campus for both.
OSP	SFI Process Improvement	Internal OSP training team is engaged with the larger FCOI discussion concerning the OSP process to prepare for internal training	Streamlining of business practice to gain additional efficiencies, clarify processes and improve compliance management
OSP	Create new internal OSP information management plan	Documents reviewed and determination about updating vs. archiving.	Up-to-date information and resources to assist OSP staff in their daily work.

		Nonfederal forms reviewed in depth to determine correct location and what requires updating. On hold pending resource availability.	
OSP	Review of options for faculty submission of eSNAP proposals	While the RPPR pilot project was underway, this project was extended to include a review of the overall process of progress reports for all federal sponsors.	Streamlines process and effort for faculty in submitting progress reports to NIH. The extension of this project to all federal sponsors allows OSP to achieve a level of consistency in the process between all deferral agencies
OSP	Faculty Grants Management	OSP has begun a content review of materials for both the online and in person. On HOLD for resources	More accurate and up to date information presented to the faculty regarding research administration.
OSP	Optional budgeting models for Industry contracts	Work group provided five budget models to Vice Provost for Research.	A look at costing models which are better suited to Industry sponsors will assist the University in recovering the true cost of carrying out research funded by not-for-profit sponsors
OSP	Revision of Affiliation Agreements with Children's & Group Health	Agreement with Children's signed June 20, 2012. Work group for Group Health initiated.	Standardization of agreements with these two sponsors will reduce contract negotiation time which will benefit researchers by faster turn-around times.
OSP	Standards for International MOUs	Work group has re-engaged after being on hold.	Standardization of agreements will reduce negotiation time thereby lightening then burden on faculty
OSP	RPPR Reporting	NIH Pilot program to revamp DHHS progress reporting is initiated. Internal guidance and external guidance produced and available. Next steps include deciding which progress reports must come via eGC1 or at a minimum, to OSP for AO sign off (if any).	Streamlined progress reports and submission process for all DHS agencies.
ORIS	EH&S - Consolidation of Databases	In Progress	Availability of Performance Metrics across the department, transparency of data across EH&S
ORIS	Required Training - Phase 1 (Completed Training)	In Progress	Ability to view training completion record across all 10 data source. Increase operational efficiency for researcher, who is required to contact each individual units in order to obtain completion records.
ORIS	HSD - Needs Evaluation	In Progress	Discovery of process improvement opportunities, business requirement for future system solution, strengthen business relationship
ORIS	Data Transparency - Phase 1 (Protocol Status)	In Progress	Display protocol status for EHS, OAW, HSD, CRBB protocols
ORIS	Request for Information - OAW	In Progress	Formulation of the feasibility of solutions options for future compliance systems
ORIS	New Pages & IA For Research Participants/Subjects	In Progress	Address Compliance Findings
ORIS	OSP RAPPT Project Planning & Mentorship	In Progress	Strengthen business operations for process improvement project execution; strengthen business relationship
ORIS	Researcher Profiles Proof of Concept	In Progress	Institutional research profile repository and discovery service. Built on-top of VIVO (http://vivoweb.org) & Drupal and aims to integrate with SciVal & SciENCv. Useful for building Research Lab directories and

			homepages, Department homepages, Faculty directories, and other research promotion initiatives.
ORIS	New Collaboration Web Content	In Progress	Helps foster collaboration amongst researchers
ORIS	Limited Submission Tool	In Progress	Efficiency gains for PI/Applicant and OR Central
ORIS	Conflict of Interest	In Progress	Improved research compliance for UW
ORIS	Research Project	In Progress	Unified and aligned websites and content
ORIS	Sage Improvement/Help Desk Improvement Goal	In Progress	Improved research compliance for UW
ORIS	Customer Service Level Agreements	In Progress	Improved process and understanding of expectations for ORIS provided services
ORIS	OrgCode	In Progress	Proper reporting and accurate ORG funding relationships
ORIS	Data Source Analysis - SAGE	In Progress	Proposal and Award data will be available in the EDW and integrated with other institutional data
ORIS	Sponsor Data in SAGE	In Progress	improved sponsor driven reporting and overall data quality improvements
ORIS	"Living" Program Management List	In Progress	Be able to more effectively report on all the work that ORIS does
ORIS	Backup Infrastructure Rebuild	In Progress	Backup more information, more frequently, and decrease the time and cost to restore data.
ORIS	Virtual Server Rebuild	In Progress	This will add necessary server capacity and improve server stability.
ORIS	SharePoint Deployment: OSP	In Progress	Increased access to information for OSP staff. Consolidation of information.
ORIS	SharePoint Deployment: HSD	In Progress	Data consolidation and improved access to information for HSD Staff.
ORIS	Migrate Email Archives to the Cloud	In Progress	Significant decrease in support costs. Increase in system performance and stability.
ORIS	Computer System Encryption	In Progress	Greatly decreases institutional risk if physical compromise occurs. Data is completely protected, even if a malicious user gains physical access to a device and/or its data storage (hard drive).
ORIS	Microsoft Deployment Services Implementation	In Progress	Increased efficiency and large time savings for PC deployments and management.
ORIS	SPAERC User Guide		Comprehensive guide for OSP users
ORIS	Online Approvals Course	In Progress	Create and deploy an eApproval training module
ORIS	Support CMS Overhaul	In Progress	Update support content; address bugs with existing delivery model; potentially build new site in Drupal 7.
ORIS	Contacts List Redesign	In Progress	Redesign the front-end of OSP Contacts List to allow better searching and discovery of the right contact for your grant. Additionally consider the feasibility of adding a backend admin tool to manage this contacts list to reduce burden on Web Triage and improve the time-to-accuracy for the OSP contact data.
OEI	School of Nursing: DNP summer workgroup	Project started, workplan created	Consolidated DNP curriculum
OEI	OEI/ITHS: Process improvement online training	Project started, design completed, launch in early July	TBD
OEI	UW-IT: HR/Payroll process redesign & change mgmt.	Project started	Successful adoption of process changes
OEI	School of Law Business Office: Process assessment	Project started; draft scope of work developed 6/13	Increased capacity, increase customer service level

	and redesign		
OEI	School of Law Faculty Secretaries: Workflow assessment and recommendations	Project started; draft scope of work developed 6/27	Increased capacity, increase customer service level
OEI	UW Police Department: Process assessment and redesign	Project started, initial core process assessment	Increased capacity, increase customer service level
OEI	Office Minority Affairs & Diversity: Facilitate leadership retreat on strategy planning & metrics	Project started, intake done	TBD
OEI	Health Sciences Administration: Payroll	Leave & Time Future state session held 4/19	Decreased costs, invest in people & infrastructure, increased compliance
OEI	EH&S: Strategic plan implementation	Leadership strategy planning session 4/23, 5/24, 6/28; draft implementation calendar developed 5/24	Full execution on strategic plan, including decreased costs, increased capacity, invest in people & infrastructure
OEI	OAW: Customer & employee survey	Employee survey developed, launch 7/30; customer survey development in process	Data for development of strategic plan
OEI	OAW: Process Improvement		Full execution on strategic plan, including decreased costs, increased capacity, invest in people & infrastructure
OEI	OAW: Strategic Planning		Full execution on strategic plan, including decreased costs, increased capacity, invest in people & infrastructure
OEI	School of Social Work: School of Social Work improvements	Mapping workshop 4/24; future state working session 5/1; activity scope drafts developed 5/22	Invest in people & infrastructure, increased capacity, build culture of continuous improvement
OEI	School of Dentistry: Phase 2: Purchasing management improvement	Analysis & presented purchasing case for change, May	Process improvements, decreased costs
OEI	Applied Physics Lab: Strategy plan implementation		Full execution on strategic plan, including decreased costs, increased capacity, invest in people & infrastructure
OEI	Access database to track projects – prioritization & status	Database in place, data entry in process	Track & report on satisfaction with OEI services & cost savings
OEI	Unit-specific training & tools & templates	Ongoing – additional tools developed & added to website	Additional/more-targeted resources for units requesting assistance
CPMG	CPMG Website Development	Draft presentation/information submitted	Marketing Tool
CPMG	CPMG Growth Management Plan	2 new hires (1.3 FTE), increase in OSP from 0.25 to 0.5 FTE	Increased capacity