

Research Adv Committee  
Notes  
9/11/08

### **HR Compensation- Researcher Equity**

Patti Ilowite- Dir of HR compensation  
Pam Palmer – Compensation Specialist

This was a ten minute follow up presentation from one last year that discussed researcher equity.

- In 2006, it was decided that departments may redefine how equity is evaluated in a group of research positions.
- You can decide if you want this to be done department wide, division wide, program or center, or by PI.
- To let HR know how you wish your area to do this, please complete the attached form and return to HR.
- If you do not complete the attached form, HR will assume you want to use dept wide equity.
- The means you decide by 9/26/08 stay in effect for two years, when we will then discuss this again.

A diligent worker asked if pay equity could be defined by division for other positions, such as administrative positions because sometimes an accountant in one division is doing profoundly different work than an accountant in another position.

Answer: No. But, if the diligent worker wants to make a compelling case for such a case, he can take it to chancery and wait for an answer. And wait.

### **Cost Transfer Policy- Larry Miller**

This was another ten minute presentation in which Larry Miller assured us that cost transfers will be looked at closely.

- Should you have an error with your cost transfer, rather than receiving a phone call from QA, you will receive an e-mail informing you of what is wrong with your cost transfer.
- You have 5 days to fix it or the JE will be deleted.
- Note: by cost transfer- we mean JE that moves a cost that had previously posted to an expense line in RAVEN. Paying a recharge center is not a cost transfer.
- Conversation revealed that no one remembered that there had been training on this by Bryan Mack. So Larry said they will see about having training.
- A diligent user pointed out that five days is not enough time to fix something esp. when you could be doing cost transfers on Friday, and get the email on Monday, and be out all week on vacation (or worse, with the flu) and come back to find out that the JE you did is gone.

Larry said that they will reevaluate the five day rule. Possibly.

Here are the reasons why your journal could not comply:  
(We did not go over these I got the only handout and have retyped it here)/

1. JE does not include an explanation of why the transfer is necessary and/or the original transaction date is missing.
2. The purpose of the JE is to correct an error, but the JE description does not state how the error occurred.
3. The cost transfer is 90 days or more past the date of the original transaction and the description does not include a reason for the delay. They must also see PI approval via fax or email.
4. The cost transfer is for prior fiscal year expenditures that affect a state-funded chartstring.
5. The cost transfer is charging a sponsored chartstring for a transaction this is more than one year from the date of the original transaction.

When asked by a diligent user how quality assurance would monitor the original date of transaction, Larry stated that they go on your word in the description and trust that you keep back-up of the original invoice with your copy of the JE. That is to say, you're the man when the auditors come.

### **Bob's Conversion**

- Bob and some others met with Lynne to see how they could reduce the four times a year effort reporting period moving to two times a year. Bob says that after 90 days, not fixing the effort because of an account number is the man in the mirror's fault. (Did Bob fall off his horse? Was there a blinding light? Did Lynne sprinkle him with something?)
- A well spoken diligent user stated that despite anyone's best efforts, keeping effort matched to accounts takes a very long time to do. It shouldn't.
- Four times a year- defended by Lynne Kingsley  
Recommendation comes from Huron Consulting and that there are benefits:
  1. PI's remember how to use the system the more often they use it.
  2. The four times a year keeps us focused on payroll transfers and makes us better accountants.
  3. Passwords expire if the service is not used, so each time the PI logged on in the six month world, he would have to get a new password and he'd forget how to do that.

### **ORD**

by Dennis

#### **A. Saving Graces**

A restricted funds task force committee met with Jim Hill and, as a result, several new recommendations were put into place.

1. Billing issues. CITS worked with restricted funds to resolve billing issues and to make the electronic billing work. You've now seen that billing is happening more often.

2. To process the project id more quickly, ORD received permission to hire 4 FTE and restricted funds got 5 FTE. (So, when you talk about your family, do you say, “Yeah, my youngest FTE started kindergarten and got beat up yesterday. Or maybe, I have four barking FTE I have to get home and walk.)

3. Very specific duties were attached to the ORD new FTE’s including budget setup, budget modifications, and efficiency.

## **B. COEUS enhancements**

1. COEUS and eUMB will one day speak to each other.

- a) In future, all information set up with the proj id will feed directly from the end user’s input- i.e. your input.
- b) You will now drive the proj id setup! So if that proj id is set up wrong, i.e. wrong PCBU, look in the mirror, man.
- c) Expected interface startup date- 6 months from now.

2. Pre award setup:

- a) To make this go faster, only 1 person now will review your pre award spending requests.
- b) You will send a form with backup. You will not need COEUS. There will be no data entry.
- c) So this will lead to a 24 hour turn around time for pre award proj id setup.
- d) You will still continue to load the non-competing continuation into COEUS for new PROJ ID and ORD will filter that request to one person.

3. Corporate Agreements-

Processing these was part of Marjorie’s group and now is Dennis’s job. Just Dennis’s. So there’s a bottleneck that he will speak to next time.

4. Email ORD Teams & You

ORD will work on email follow-up with submissions as one group doesn’t seem to be getting any.

- a) Team C email does not work. The address comes back bad. Dennis will speak to Collin about that.
- b) Team B email populates with Greg’s name. Dennis will speak to Collin.

5. Subcontracts

- a) All subcontracts will now be handled by the 1 subcontract team.
- b) Remember, a subcontract is defined as work we send out to another university to do. If we are the sub recipient of a sub from JHU, for example, that’s not a sub, but an award!
- c) Subcontracts process  
The new process involving you doing input will roll out soon. Policy and how to do’s coming soon.

## 6. Proposals released to Foundation.

Dr. Blackburn Shaw will now have access to COUES. This will allow the foundation to see the routing map and see what you're looking at.

## 7. Technical issues

Technical glitches in Coeus:

- Hardware- you contact your IT person unless you're SOM and you contact the SOMHELP.
- Software issues- contact ORD.

Hardware means the software won't load on your computer, your computer's displaying Las Vegas poker pop ups, the program disappeared, your keyboard won't type anything when you hit the zero button, you spilled champagne into your laptop, your laptop caught on fire or your computer walked out the window and landed in pieces on Lemon Way. Software means a problem within the software that runs the program. Like, your data disappeared. Your login disappeared. (Think the TV versus the program running on the TV. The TV is the hardware, paying the digital cable bill is a software issue although hardware is used to run the cable.)

## 8. The Four New Horsemen of the ORD

Hiring four new people may result in some staff reassignments.

- ✚ Dennis does have a heart. Realizing that some of you are chummy with certain someone's in his office, so he's not going to break the strongest bonds. Only the soft ones. He then told people who wasn't getting broken up and who may, and I didn't follow this because this cheese stands alone.

## 9. Coeus 4.3.1

Newest upgrade will allow all users access to the award module.

- This will enable you to see your award documents as well as any other department's award documents, eliminating the needs to wait on someone to fax a copy of some relic to you.

Coeus 43.1.1 – the future Coeus modules should do all of the work. All of it. People will just watch and shop, like good Americans. Look for this in 2107.

## 10. SOM only moment:

- If you have part time faculty on a contract and grant, you no longer need to get that department chair's ok on the grant.
- Admin in other dept. will now have view only access and can see the grant. And if the admin chooses not to look, that's that person's choice.
- Once you are added as a viewer, you will receive email notification.
- Participating collaboration form for in school collaboration will no longer be necessary.
- This is for the SOM only!
- Caveat:  
PI only will still need to add academic department just like you did.

#### 11. DRIF negotiations between departments

- ORD will not track and manager forms for DRIF, so school will need to determine who they will do this.
- DRIF tracking will not happen in COESU with electronic routing, so you'll need to communicate that with a form and then through the DRIF review process.
  - Maury:
  - A wonderful person.
  - Maury now gets forms between schools.
  - Between depts within schools- dept keeps records and should review and ask for what's missing.
  - Maury receives nothing from ORD. However, Maury does come to ORD and comb through ORD files to get the documents she needs.

#### 12 Cost Sharing

- Use electron system or form.
- Over salary cap can be done in COEUS
- If COESU system is used, cost sharing strings are set up automatically and the system will love you. If not, again, look in that mirror. I think I hear it cracking.

#### 13. in the Offing:

- Eliminate the process for e-SNAP non competing proposals, you will not have to route them.

Meeting adjourned!