In mid-June, the OSVPR Management Team spent a day at the Browne Center reflecting on our goals, activities, and operations plans for FY2012.

Overall, we achieved a great deal. Some of our reflections:

- My role in FY2012 included increased demands from the cabinet and senior UNH management initiatives with decreased availability to OSVPR.
  
  How can the Team more planfully backfill for the likely continuation of this trend?

- The research enterprise is better supported now than two years ago.

- Strategic working groups have been a positive vehicle for inclusive planning and creative outputs.
  
  We hope to continue the working group strategy.

- OSVPR is better known across the campus and more visible to faculty than two years ago.

- OSVPR has made progress on "being accountable," but we can do more.

- OSPVR can benefit from increased technology support across the Research Office units.

- The Management Team aspires to more open debate in meetings.

- Time management will be an increasing challenge as fiscal austerity and increased demands continue; the disconnect between resources and demands will continue.

The Management Team outlined the following items for FY2013:

- OSVPR should continue to focus on research development activities, including faculty learning communities and applications to targeted interdisciplinary opportunities.

- We need to clarify what goals OSVPR can control vs. what goals it can influence.

- There should be increased attention to the development of corporate sponsorships.
  
  Among other things, we will make a formal proposal to establish a Research Foundation to facilitate corporate support of UNH research.

- We need to better align available resources with high-return initiatives that move us toward our goals.

- We will develop a comprehensive cross-unit training plan for OSVPR initiatives.

- We will develop an IT plan for OSPVR that includes integration with faculty, financial, and InfoEd data.

- We aim to better integrate research infrastructure within the broader institutional infrastructure.

- We will engage in proactive compliance planning, including compliance with the HIPAA (Health Insurance Portability and Accountability Act) privacy rules.

As you see, there is much to do. Now that this school year has drawn to a close, I want to thank each of you for all the work that you have done during a difficult fiscal period. I know that people have been working hard to support our faculty and students and to achieve our mission: Advancing excellence in research. Have a great summer. I hope each of you has time to enjoy your friends and family...I plan to! Jan Nisbet
2012 Fiscal Year-End Reports by Research Office Strategic Working Groups

Strategic Working Groups continue to provide guidance to the SVPR on ways to improve and enhance Research Office activities to support the UNH research enterprise. The groups are:

- Research Development and Infrastructure (ReDI)
- Finance & Administration (FAWG)
- Compliance & Risk Management (CRM)
- Centers & Institutes (C&I)
- Intellectual Property/Technology Transfer/Commercialization (IPTTC)

In this issue of the OSVPR Insider, each group reports on its FY2012 activities and achievements and its plans for FY2013.

Research Development and Infrastructure Working Group (ReDI)

*Update submitted by Kathy Cataneo*

**FY2012 Accomplishments**

◊ Merged Research Development and Research Infrastructure Working Groups
◊ Developed Research Infrastructure Categories list, prioritized areas for FY12 attention, and completed inventories for:
  - Faculty consulting services/ specialized expertise
  - Equipment/ instrumentation
  - Information technology hardware and software
  - Library resources
  - Collaborations via research networking tools


**FY2013 Goals**

◊ Develop a stated plan to increase higher level UNH strategic presence in federal agencies.
◊ Continue to effect change in the UNH culture to promote research by all.
◊ Decrease financial and time/effort barriers to supporting graduate students on external funds.
◊ Refer certain recommendations to other OSVPR working groups or relevant campus groups.
  - Encourage institute and center directors to meet with faculty in situ (e.g., department-wide meetings) to explain resources available, and to encourage and support more research collaborations. [Refer to C&I]
  - Create formal policies governing collaborative faculty relationships (e.g., consistent policy for F&A distribution among collaborators). [Refer to Research Council]
  - Enhance research infrastructure to provide more support for the proposal preparation process. [Refer to FAWG]
◊ Implement UNH Scientific Instrumentation Inventory (SII).
◊ Continue to identify/create UNH Information Technology Software Infrastructure.
◊ Continue to identify/create UNH Information Technology CyberInfrastructure of interest to UNH researchers (servers, storage, networks, supercomputers, etc.).
◊ Implement the UNH Library Resources Inventory (LRI) for Research.
◊ Implement the UNH Consulting Services/Specialized Expertise Inventory.
◊ Invest in appropriate and cost-effective research analytics and networking tools for UNH.
◊ Identify gaps in inventories for the priority areas reviewed in AY1201-2012.
◊ Formulate and implement a communications plan to inform faculty about availability of inventories established above.
◊ Add “data sets” to infrastructure categories list and inventory them.
Finance and Administration Working Group (FAWG)

Update submitted by Victor Sosa

During May 2011, FAWG was charged by the Provost, Vice President for Finance and Administration (VPFA), and Senior Vice Provost for Research (SVPR) to provide expert recommendations, guidance, and implementation support to address recommendations put forward by an external peer review of UNH Research Administration. FAWG submitted its final report in December.

In January 2012, the VPFA decided to expand upon FAWG’s recommendations with a complete process mapping and re-engineering of the sponsored program life-cycle. A Process Engineer, Dagmar Vlahos, was engaged by the VPFA in April. The sponsored program life-cycle is one of three major initiatives Dagmar is undertaking this year. She has been studying the FAWG final report, along with the volume of material that informed its development, and is scheduled to begin direct observation of operations in the 2nd week of July.

Compliance and Risk Management Working Group (CRM)

Update submitted by Brad Manning and Julie Simpson

FY2012 Accomplishments

◊ Completion of a Web-based database of federal, state, and local regulations related to the receipt of federal funds and other operational requirements.

In addition to identifying the regulations, the database includes information about the pertinent responsible UNH official, responsible UNH unit, UNH program, and web sites for each regulation.

FY2013 Goals

◊ Development and implementation of the Training and Regulatory Compliance Electronic Module for faculty and staff.

The electronic module will allow faculty and staff to (1) track approved protocols, laboratory inspection reports, and compliance training records for individuals working in the laboratory, and (2) directly link to their UNH CEMS account and online training modules in UNH Blackboard.

Centers and Institutes Working Group (C&I)

Update submitted by Kevin Gardner

The purpose of the C&I Working Group is to provide a direct communication link among the Directors and the SVPR and to engage UNH’s research centers and institutes in advancing the University’s strategic plan. The membership is comprised of a representative group of center and institute directors.

In FY2012, Center and Institute Directors discussed how the OSVPR can support more competitive proposals for larger awards. Other issues for the Centers and Institutes also were discussed, such as research faculty promotion, pay and benefits, and policies and procedures for the 5% institutional salary needed for most research faculty.

In FY2013, the Center and Institute Directors will meet twice. The topics for the meetings have not been set, but generally will focus on advancing the UNH strategic plan and communicating among the centers and institutes and OSVPR about current and/or on-going challenges being faced.
The IPTTC has not yet convened. Plans for FY2013 are under development.

Office Profile: T-Hall Staff

Thompson Hall (T-Hall) is the physical home of the Office of the SVPR. The OSVPR (Research Office) provides leadership and services to support research and scholarly work, facilitates cooperation with the business community, and communicates the scope and impact of UNH research. T-Hall staff support the SVPR’s efforts and those of the units to accomplish the Research Office goals through their administrative and financial management activities, which are outlined below.

Jan Nisbet - Senior Vice Provost for Research

* Responsible for Research Office components of UNH strategic plan (UNH2020).
* Responsible for developing research strategic and operational planning.
* Participates in central administration of the university.
  * President’s Cabinet
  * Provost’s Council and Provost’s Staff (topics include budget and policy)
  * Regulatory committees, such as the Financial Conflict of Interest Disclosure Review Committee
  * Space Allocation Repair and Renovation Committee re: facilities
* Coordinates efforts of unit directors; chairs OSVPR Management Team.
* Coordinates efforts of federal relations firm to support UNH researchers’ quests for funding and to enhance agencies’ appreciation for UNH capabilities.
* Works toward enhanced relationships with local, state, and regional business and industry regarding potential partnerships with UNH.
* Meets with faculty regarding special opportunities they may encounter; funding needed to seed new avenues of research, to purchase major pieces of equipment or to cost share on large-scale/multi-investigator/multi-institutional proposals.
* Member of UNH Law School board, working toward effective integration.
* Supports development and implementation of new interdisciplinary schools.

Diana Couture - Senior Administrative Assistant

* Coordinates Jan’s schedule and helps with travel arrangements.
* Organizes meetings, conferences, and retreats, such as OSVPR Management Team, Research Council, open meetings for Research Faculty, Center & Institute Directors. Arranges GoToMeeting video conferencing.
* Researches and prepares information and documents.
* Serves as public presence for the division -- greeting and assisting visitors ranging from faculty to members of the congressional delegation.
* Fields calls, emails, and drop-in visitors.
* Compiles and organizes information for the SVPR, helping her to make decisions efficiently.
* Maintains OSVPR filing systems. Maintains office inventory and purchases supplies. Acts a liaison with the Academic Affairs BSC.
* Supervises student assistants.

(Cont. on p. 5)
Office Profile: T-Hall Staff (cont. from p.4)

Tammy Goldberg - Director of Finance and Administration
- Coordinates administrative, financial, and personnel tasks with units.
- Manages division budget; manages internal investment funds for cost share, faculty seed money, internal research funding competitions.
- Member of OSVPR Management Team.
- Distributes annual F&A revenue share to PIs.
- Works with other central administration staff, especially VP Financial Affairs and Provost’s Office.
- Member of Budget and Financial Planning Group, Sponsored Programs Administration Management (SPAM), Proposal Development Implementation Steering, Doubtful Accounts Oversight Committee.
- Staffs, with Julie Simpson, the Disclosure Review Committee; partners with Julie on development of policies and procedures re: conflict of interest in research.
- Develops and implements policies and procedures, e.g., those affecting Research Faculty.

Kevin Gardner - Faculty Fellow
- Directs, with SVPR, the New Hampshire EPSCoR initiatives.
- Supports SVPR quality improvement efforts in instrumentation, data sharing, and research metrics.
- Convenes UNH institute and center director meetings that inform SVPR priorities and operations.
- Serves as liaison to UNH faculty and graduate students.

Comings, Goings, & Goings-on

In the May issue of the Insider, we noted that 10 Research Office members were among the 205 UNH staff honored in May for achieving benchmark years of service. It should have been 11!
Cheryl Moore was recognized for her 10 years of service, too.
So sorry to have missed you last month, Cheryl.

Ken Brown and Kathy Cataneo attended the first annual UNH Communications Summit held here on campus on June 20th. Topics discussed at the Summit included: social media; branding and graphic identity; increasing your web savvy and upgrading your browser; and getting your story out.

For the rest of us who didn’t attend, presentation materials from all the speakers are available at: Communications Summit Resources

This is the last monthly issue of the OSVPR Insider. Watch for the first quarterly issue in October!