RAC Minutes 11/3/11

OGRD Items:

a. OGRD Gateway Database transitioning to MyResearch (Derek Brown):
   i. Derek Brown detailed the transition from the OGRD Gateway Database to the enhanced MyResearch Grants portal. This transition is on track to occur in 2012. A beta version of the new portal is available for use, as is the current Gateway Database.
   ii. https://myresearch.wsu.edu/Grants.aspx is the link for our beta MyResearch Database.
   iii. Access must be granted into the new system, if you cannot access our database please email ogrd@wsu.edu and your information will be updated.
   iv. Derek also showed some of the new reporting features, including the new Data Shack spreadsheet utility, and various campus and comparison reporting updates.

b. WSU Winter Closure (Jackie Bolden):
   i. Jackie Bolden reminded the RAC group about WSU’s winter closure during the last week in December and which Office of Research offices will be open during that time:
      1. Office of the Campus Vet. – Closed for the week, but on call for emergencies
      2. Office of Grant and Research Development – Closed for the week. All proposal submissions must be worked out in advance.
      3. Office of Research Assurances (IRB, IACUC, IBC, COI, etc.) – Closed for the week.
      4. Radiation Safety Office - Closed for the week, but on call for emergencies, via the Whitcom/Fac.Ops emergency “call list”.

c. Request that RAs contact Coordinators via their individual phone numbers (Jackie Bolden):
   i. If you are contacting a Coordinator about a specific question at OGRD, please call their direct lines instead of the front desk 5-9661 phone number.
   ii. If you are unsure which Coordinator is assigned to your Area, please check the OGRD Quick Guide: http://www.ogrd.wsu.edu/documents/QuickGuide.pdf
d. Facebook tips (Sara Kinser):
   i. Sara Kinser mentioned the OGRD Facebook page (http://www.facebook.com/#!/pages/WSU-Grant-Research-Development-OGRD/185924391445269) and some of the new postings that are being offered.
   ii. Sara is posting a weekly proposal submission tip, usually Thursdays.
   iii. Derek Brown is posting a weekly eREX/Database tip, usually Tuesdays.

e. OGRD Roles and Functions (Jackie Bolden)
   i. Jackie went over the “roles and functions” handout for the OGRD. The purpose of the document is to help departments know where to start with inquiries, and how the office is organized into functional Cores.

HRS Items:

a. Retiree rehire (Ann Monroe):

   Ann explained the current rehire policy for retirees. Communication with HRS regarding any proposed rehires is essential to avoid delay in appointments. Rehire justification must show a genuine need that only the proposed employee can fill. Rehire paperwork will need to be re-approved if appointment is renewed. Ann suggested using PERMS rather than TEMPS.

   Discussions with retirees regarding rehire BEFORE retirement are strictly prohibited. This includes verbal, email, or any other form of communication. Audits of the process have investigated all of these avenues.

SPS Items:

None