

RESEARCH ADVISORY BOARD (RAB)

December 5, 2017

8:30-10am

Medical Sciences Building, Chancellors Conference Room S-118

Attendees: John Ellis, David Erle, Clarice Estrada, Jennifer Grandis, Vanessa Jacoby, Julene Johnson, Jim Kiriakis, Gretchen Kiser, Georgina Lopez, Sindy Mellon, Teresa Moeller, Suzanne Murphy, Brian Smith, Paul Volberding, Christine Razler, MC Gaisbauer, Michael Nordberg, James Sorensen

Not here: Chip Chambers, Jane Czech, Mourina Kenaani, Stephen Lazarus, Stephanie Louie, Wallace Marshall, Irene McGlynn, Thomas Neylan, Feroz Papa, Nirao Shah, Elizabeth Sinclair, Matthew Springer, Paul Volberding, Winona Ward,

Guests: David Morgan, Lindsey Criswell, Greg Macway

Dr. David Morgan, Vice Dean for the School of Medicine & Dr. Lindsey Criswell, Vice Chancellor for Research

- David Morgan and Lindsey Criswell introduced themselves and their goals in their new position. David is interested in how best to optimize the function of the Research Advisory Board (RAB) and Lindsey is interested in how best to streamline communication for the research community.
- RAB was initiated by Eugene Washington at the time when many people were unhappy with the central contracts and grants unit.
- It potentially is a good time to revisit the RAB charter to improve upon the purpose of RAB and how best to leverage the committee for research infrastructure.
- RAB Charter: The Research Advisory Board (RAB) was initiated in 2005 by Eugene Washington, then Provost at UCSF. The charge to the RAB is to identify research-related issues that are important to investigators at UCSF and to work with the office of the Executive Vice-Chancellor/Provost (EVCP) on improving operations that affect research. The RAB includes members of the faculty, administrative staff from departments, and (ex officio) representatives from the office of the EVCP. Operationally, the RAB identifies items of importance to the research community, invites experts within the campus to elucidate issues, and recommends actions, including changes to policies and procedures. The RAB serves as a sounding board for both the office of the EVCP and the research community, and it facilitates the flow of information between faculty and staff.
- Some challenges that RAB faces are:
 - Communicating information back to constituents and ensure what RAB has identified as an issue or if a solution was identified RAB will provide feedback to stakeholders.
 - RAB has not been able to receive input from the UCSF community.
- Some potential solutions:
 - RAB to revisit the charter
 - Leverage EVCP Espresso as a form of communication
 - Learn more about the comprehensive communications project Lisa Cisneros is working on

Questions/Answers:

- How are agendas created?
 - Some people come to RAB because they want to present and sometimes RAB solicits people to come in and present on various topics related to research.
- When should David and Lindsey be included in RAB meetings?
 - It is unclear whether or not the RAB will continue to report to EVCP Dan Lowenstein or switch to report to Lindsey in her new role. If RAB has specific items on the agenda, they should reach out to Lindsey and David to inquire if they are interested in attending and vice versa- if Lindsey and David have a specific item they are welcome to bring it to RAB for discussion.

Action Items:

- **Brian Smith to find out more information on the comprehensive communications project and report back to RAB**
- **RAB to revisit charter**

Research Supply Chain Management Update, Greg Macway

- **Purpose of RSCMG:** The Research Supply Chain Management Group provides a feedback mechanism to Supply Chain Management on key initiatives impacting research and acts as the voice for research regarding improvements in supply chain operations.
- RSCMG was approved by RAB in December of 2016 and chaired by Greg and Brian Smith.
- RSCMG recently provided significant support post the closure of the cell culture facility. Greg leveraged communication through the EVCP Espresso which was effective.
- SCM recently hired a commodity manager, Dean Shehu who provides exceptional support for identifying and/or building supply chain solutions which create value for researchers and the scientific community.
- Their goal for 2018 are: 1) continuance of cold storage solution investigations. 2) Facilitation of new lab startups & moves. 3) Enhancing communication channels.
- Upcoming challenges: UC Procurement Policy Bus-43 will be updated to include stricter requirements to do more competitive bidding on orders greater than \$10,000.

Questions/Answers:

1. Who is responsible for communicating back to UCOP regarding the upcoming UC Procurement Policy changes?
 - a. Jim Hine is part of a UC-Wide workgroup. AVC-Research Systemwide can also be used as a source for this issue.
2. Does Greg's group include other units besides research?
 - a. Greg's group mainly focuses on research, however he is interested in hearing feedback in general for other units.

Action Items

- Greg will find out more about the upcoming UC Procurement Policy changes and report back to RAB.

Research Supply Chain Management Group

Update to the Research Advisory Board

12/5/2017

UCSF

Supply Chain Management

RSCMG Purpose

The Research Supply Chain Management Group provides a feedback mechanism to Supply Chain Management on key initiatives impacting research and acts as the voice for research regarding improvements in supply chain operations.

RSCMG Members

Morgan Diolaiti	Ashworth Lab Manager, UCSF Helen Diller Family Comprehensive Cancer Center	Lab Manager
Adriane Joo, PhD	Academic Coordinator and Klein Lab Manager, Division of Craniofacial Anomalies, Department of Orofacial Sciences	Lab Manager
John Kane, MD, PhD	Professor, UCSF School of Medicine	Faculty; CESC
Nicholas Larocque	CRS Sample Processing Manager	Lab Manager
Stephanie Louie	Department Manager, Department of Cell & Tissue Biology, UCSF School of Dentistry, Department of Microbiology and Immunology, Hooper Foundation, Eli and Edythe Broad Center of Regeneration Medicine and Stem Cell Research	RAB
Backup: Mary Beth Blasnek, SM, AB	Associate Director of Operations, Healthforce Center	Administration
Greg Macway	Director, Supply Chain Management	Co-lead
Ny Sin	Associate Professor, Department of Neurology	Faculty
Brian Smith	Associate Vice Chancellor, Research Infrastructure and Operations	Co-lead
William Walantus	Lab Manager, Kriegstein Lab	Lab Manager

Ex Officio's:

EH&S

- Mark Freiberg
- Peili Zhu
- Tim Orozco
- Travis Clark

Sustainability

- Gail Lee

Supply Chain Management

- Dean Shehu

RSCMG Timeline & Structure

- Approved by RAB December 2016
- First meeting held February 15th 2017

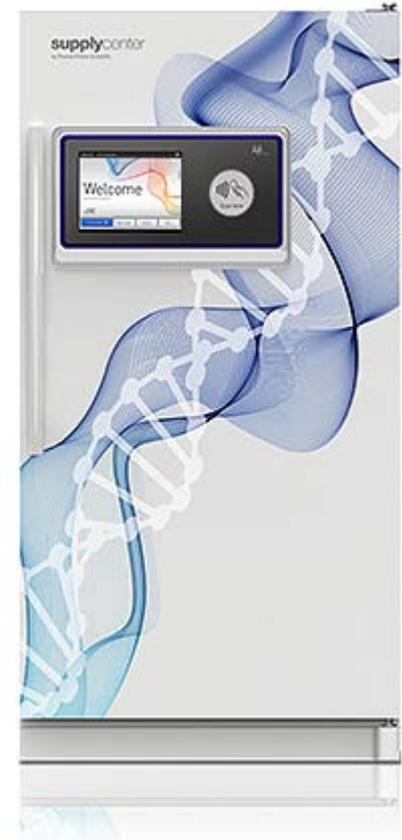
Monthly check ins to discuss supply chain issues, current areas of focus and hot topics for research. Meetings are semi-formal, facilitated by Greg & Brian and frequently includes guest speakers on topics of interest.

2017 Topics

- Support for Cell Culture Facility Retail closure & continuity of supply
- Supply Chain Management process feedback
- Research commodity management hire
- Integration to research related capital projects
 - Chemical inventory management
 - Sample storage management
- Exploratory work in research asset management & campus wide cold storage solutions

Support for Cell Culture Facility Retail Closure

- Bearbuy product cross reference
- Installation of Thermo Supply Centers @ Parnassus & Mission Bay
- Establishment of the Research Supply Chain Group as a feedback loop for the research community



December 2017 article: **Cell Culture Facility: New systems in place to help researchers**

SCM Research Commodity Manager: Dean Shehu

- 20 years experience in Life Science
 - Product Manager for Thermo, Fluidigm, Bio-Rad, Applied Bio
- Lab Manager for HHMI @ UCSF
- Identify and/or build supply chain solutions which create value for researchers and the scientific community



2018 Areas of Focus

- Continuance of cold storage solution investigations
- Facilitation of new lab startups & moves
- Enhancing communication channels

SCM changes impacting Research

UC Procurement Policy Bus-43 Updated

- Stricter requirements to do more competitive bidding, on orders greater than \$10,000 requiring more oversight and less sole source
- Low Value Purchasing Authorization is increasing from \$5,000 to \$10,000

Thank You & Questions