RESEARCH ADVISORY BOARD (RAB)
April 13, 2021 from 8:30 – 10:00 a.m. via Zoom

AGENDA

<table>
<thead>
<tr>
<th>Topic</th>
<th>Presenter</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.  RAB Survey Results</td>
<td>Georgina/ Wallace/ All</td>
<td>8:30 – 9:30am</td>
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<tr>
<td>B.  Award Verification Escalation Process</td>
<td>Ellen McCaffrey</td>
<td>9:30 – 9:45am</td>
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<tr>
<td>C.  Member Roundtable</td>
<td>All</td>
<td>9:45 – 10:00am</td>
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RAB meetings are on the 2nd Tuesday of each month.
### RESEARCH ADVISORY BOARD (RAB)
April 13, 2021 from 8:30 – 10:00 a.m. via Zoom

**Notes**


<table>
<thead>
<tr>
<th>Topic</th>
<th>Discussion</th>
<th>Action</th>
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</table>
| **A.  RAB Survey:** Georgina/Wallace/All | Survey will remain open for one more week to allow additional responses. Brief discussion on topics: | • **Action:** Chairs? Conduct entrance/exit interviews with members; ask those who don’t attend, why they don’t.  
• **Action:** Chairs to form a subcommittee to review nominations, and set term limits.  
• **Action:** Half of RAB membership is research leadership; at some point the board goes from Advisory to Leadership. Ask Dan Lowenstein for his input  
• **Action:** Request Dan provide a primer on Indirect Cost Rates. |
| | • Much was accomplished during COVID; how do we maintain this level while not in a pandemic?  
• Solicit community input for a broad impact topic.  
• Indirect cost recovery at the campus (chancellor/dean) level where indirects are taken out.  
• Funding in general: how can the campus support research (research funds, personnel, international visitors) in 1-2 years, for example, when funding has decreased due to COVID impact. Consider ways you could help that don’t cost money: vacation payouts, decline raises, select Clin X as opposed to in Residence. There are ongoing conversations on this now.  
• COVID impact on female faculty. | |
| **B. Award Verification Escalation Process Ellyn McCaffery** | The purpose of this tool is to verify expenses/commitments being made, and to help ensure compliance. Users reach the tool via MyAccess, single sign on. FAQs available on the website. A reassessment will be done at six months. If you have any questions, email awardverification@ucsf.edu/. See PowerPoint for detail | **None** |
| **C. Member Roundtable:** All | • Should meetings start at 8:40 based on meeting guidelines?  
• Publicize UCSF’s basic science efforts, particularly regarding COVID, in a manner non-scientists can understand. Raise our research profile in the areas of public health, vaccinations, etc. See covidresearch@ucsf.edu.  
• Gather information on the negative impact of COVID: how it impacted our researchers the same way it impacted teaching. | **Action:** Adjust start time to 8:40 a.m.  
**Action:** Articulate w/ Won Ha for more coordinated effort in publicizing our basic science effort. |
Campus Go-Live: April 12, 2021

For more information

Visit the Award Verification page on the Controller’s Office website: controller.ucsf.edu/awardverification.
Campus Go-Live: April 12, 2021

Support options at go-live

- Review *Frequently Asked Questions* on the About Award Verification page of the website.

- Q&A sessions offered after go-live.
  - Wednesdays, beginning April 14
  - Hosted by Contracts & Grants Accounting, IT, and pilot participants

- Email AwardVerification@ucsf.edu for ongoing support.
CGA Escalation Process

- Modeled after the effort reporting escalation process
- Will implement 3 months after roll-out in July 2021
- Will review in 6 months to see if adjustments are necessary

<table>
<thead>
<tr>
<th>Verification Status</th>
<th>Recipient(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>One month late</td>
<td>Notify award PI and RSA</td>
</tr>
<tr>
<td>Two months late</td>
<td>Notify Departmental Financial Administrator (DFA) with copy to award PI and RSA</td>
</tr>
<tr>
<td>Three months late</td>
<td>Notify Department Chair with copy to DFA, award PI and RSA</td>
</tr>
<tr>
<td>Four months late</td>
<td>CGA will move the charges associated with all unverified awards that have not been granted an extension by CGA following the CGA Default Discretionary Journal Procedure. Notify Department Chair, DFA, award PI, and RSA.</td>
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