

DoM Research Faculty Meeting Minutes
Friday, March 15th, 2019, 1:00pm – 2:00pm
LRB 203

I. DoM Clinical Research Nurse Update, *Karen Griffin*

- Jennifer Germain has left her position as the DoM Clinical Research Nurse and accepted a position elsewhere. She will still be working at UMMS on a per diem basis in order to help transition any active trials that she was working on to other staff.
- Please contact Karen Griffin with any questions or concerns at Karen.Griffin@umassmed.edu.

II. 2019 Faculty Evaluations Update, *Karen Griffin*

- Faculty evaluations will be performed earlier this year than normal and are set to be finished and submitted this spring instead of over the summer.

III. Late Grant Submissions Update, *Karen Griffin*

- Proposals are required to be submitted 5 working days prior to the “date due to the sponsor” or “requested return date.”
- Proposals for Program Project or Center Grants, Training Grants, or Research Grant proposals that include International consortia require additional time for review and are required to be submitted 8 working days prior to the “date due to sponsor” or “requested return date.”
- Electronic submissions that require RFS to submit the application must be ready for submission at least 2 working days prior to the electronic deadline.
- Proposals not received as specified in the submission requirements detailed above will be considered late and may not be reviewed/authorized for submission by their deadlines.
- Proposal review and Submission Policy handout can be found online at: <https://www.dropbox.com/home/DOM%20Research%20Faculty%20Meetings/03.15.19%20DOM%20Research%20Faculty%20Mtg.?preview=Proposal+Review+and+Submission+Policy+handout.pdf>

IV. IRB/IACUC Protocol Software update, *Casey Moran*

- The soft launch for this program is scheduled for May 2019. The program will be fully launched in September 2019.
- On-going training and support for the new program will be available from the IACUC office.
- The program will utilize a single-login process so there will be no need to create a new login ID and password. You will be able to use your UMass login ID and password.
- This new software will consolidate the HURON, IRB, IACUC, and Animal Facilities platforms into one readily accessible program.

V. RTF Update, *Gyongyi Szabo*

- Due to successful management of funds, the PI’s share of RTF’s will be restored starting on July 1.