

Unit Effectiveness Plan for 2001-2002
Department(Unit): Office of Research
College (Division): Vice President for Research

Unit Mission or Purpose: To facilitate the research endeavor of the University in all aspects.						
Articulation of how unit mission/purpose relates to University mission: Research is complimentary to the academic mission. It is essential for faculty development and supports the university's mission in four of its seven goals (goals I, III, VI, VII).						
Intended outcome	Related Institutional Goal/Objective/Strategy	Action Steps	Method of Assessment (Who, What, When)	Results of Assessment	Proposed Changes and Recommendations for Improvement	Resources Needed for Proposed Changes
Faculty will improve their success rate in securing external contract and grants.	Enhance the quality of UTA's research environment (Priority III); Aggressively promote UTA as a nationally respected university and the best university in the region (Priority V); and Enhance the effectiveness and efficiency of university operations (Priority VII).	1. To provide more direct services to faculty by preparing prototype materials that can be utilized in discussions with potential sponsors. 2. To make available to faculty linkages to databases which will provide faculty with information on research funding opportunities and distribute this information electronically to faculty based upon their individual research interests. 3. To continue to upgrade the OR webpage to provide faculty with access to electronic publications,	An annual report compare departments/schools the most current completed fiscal year statistics with previous fiscal year statistics in research, examining such statistical information as the number of proposals submitted, number of awards made, and amount of research expenditures. 2. Dr. Woods will prepare the report.	An annual report on research was prepared and distributed to UTA administrators and Deans in Nov. of 2001. It was also made available on the UTA/Research website. It was reported that external awards were up by 4%. For AY02, preliminary figures of external dollars awarded to UTA indicate that these dollars have gone up by 30%.It is	Currently, as sponsored projects awarded to the university continue to rise, OR will need 1-2 additional grant and contract specialists. The more money brought into the university the more people are needed to provide fiduciary oversight and research administration of the applicable terms and conditions.	One to two additional grant and contract specialists will be needed. A senior grant specialist specializing in contracts is needed.

		<p>electronic submissions, post-award compliance and electronic report submission.</p> <p>4. To provide an annual research report to the academic community that will include a five-year history to include proposal submissions, award, funding source and other related statistical information.</p>		<p>anticipated that OR will continue down its current path in providing research administration support to faculty.</p>		
<p>Increase efficiency and capacity in the Office of Grant and Contract Services</p>	<p>Enhance the quality of UTA's research environment (Priority III); Aggressively promote UTA as a nationally respected university and the best university in the region (Priority V); and Enhance the effectiveness and efficiency of university operations (Priority VII).</p>	<p>1. To increase in-house staff development by implementing a comprehensive cradle to grave team approach to research administration.</p> <p>2. To continue to provide professional development by sending staff members to appropriate regional and national workshops on research administration.</p> <p>3. To encourage active participation of OR grants and contract managers in the regional professional societies which will serve as the basis for strategic networking and alliance building.</p> <p>4. Increase productivity of office staff by implementing strategic plans and priorities set by</p>	<p>1. The productivity of OR staff will be determined and evaluated based such factors as the number of grants and contracts submitted and awarded. Dr. Woods will prepare this report.</p>	<p>A comprehensive cradle to grave team approach to research administration was implemented. OR has gotten favorable reviews regarding this change.</p> <p>OR issued its first comprehensive final report. OR through its RATS database has been tracking information on the number of proposals submitted, awards funded, and modifications made, etc.</p>	<p>1. Continue to provide staff training.</p> <p>2. OR is currently working with OABS to develop and implement training for departmental research administrators.</p> <p>2. OR will continue to track expenditures, award submissions, awards received and will continue to issue an annual report.</p>	<p>1. Additional support is needed for the development of the departmental training.</p> <p>2. Travel for purposes of training for staff needs to be augmented.</p>

		the Director and each unit supervisor. state regulations.		<p>Preliminary results indicate the following:</p> <ul style="list-style-type: none"> ·125 Accounts were closed ·508 Proposals were submitted ·30% increase in funded awards ·245 budgets set-up in Define ·1,524 Negotiations, transactions, report submissions completed. <p>In FY01, ten accounts were closed by OR in comparison with 125 in FY02. Most of the close-outs were complex and required additional information from Accounting, the PI and the funding source. OR has been working in concert with OABS to close-out awards that have terminated.</p>		
Increase transfer of technology from the University to Industry	Enhance support for a state-of-the-art Information Technology Environment	1. Continue implementation of the database (DEALS) for the	1. Implementation of the Deals database and ability to obtain reports in a ready	1. Implementation of the database (DEALS) for the	1. The financial module of Deals needs to be	1. A part-time IP person to assist in the

	<p>(Priority VI) and Enhance the quality of UTA's research environment (Priority III)</p>	<p>on-site management of intellectual property disclosures, patenting information and expenditures.</p> <p>2. Develop and disseminate to interested faculty sample master licensing agreements including agreement for the development of equity companies by the University.</p> <p>3. Conduct seminars for faculty regarding current patent trends and intellectual property issues.</p> <p>4. Refine and expand a web based intellectual property site for access by business and other potential licensees.</p> <p>5. Develop and disseminate brochures and other publications to faculty and companies on licensing university owned technology.</p>	<p>manner will be documented. The number of patents and IP licenses will be documented and compared to previous years. Richard Leach, Technology Transfer Manager will document and compare these numbers.</p> <p>2. More companies, understanding the universities IP regulations, will enter into research contracts with the university as compared to the previous fiscal year. This comparison will be done by Richard Leach.</p> <p>3. Increased licensing will increase revenues for research related activities.</p>	<p>on-site management of intellectual property disclosures, patenting information and expenditures has occurred. The database is expansive and a new module on IP expenses needs to be implemented. This implementation will occur within the next six months.</p> <p>2. IP Disclosures in FY02 were five times higher than in FY01. Two publications were produced and issued. A Guide to Working with Industry was released first, followed by The UTA handbook on Intellectual Property.</p> <p>3. The Intellectual Property</p>	<p>implemented.</p> <p>2. More needs to be done in the marketing of UTA technology.</p> <p>3. The technology transfer manager needs to continue to work with faculty in raising their awareness of disclosure of IP to the IP Committee.</p> <p>4. The Deans need to work in assisting OR in raising the awareness of faculty on IP issues and disclosures.</p>	<p>implementation of the Deals data base and to do preliminary patent searched on IP disclosed to the University is needed.</p>
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UTA will be in compliance with federal, state and local research regulations.	Enhance the quality of UTA's research environment (Priority III); Aggressively promote UTA	1. To promote compliance with regulatory research regulations through the development of on-line	1. Databases will pass audit requirements for proper tracking of use of human subjects in research,	1. Extensive databases were developed and implemented. The	1. The training for use of human subjects is only available on-line to	1. School Deans and Department Chairs need to support the

	<p>as a nationally respected university and the best university in the region (Priority V); and Enhance the effectiveness and efficiency of university operations (Priority VII).</p>	<p>training for the academic community in mandated research areas such as human subjects, use of animals in research, and biosafety.</p> <p>2. To reconstruct procedures for protocol submissions from faculty in research areas where protocols are outdated and do not reflect current federal and state regulations.</p> <p>3. To develop databases and forms to electronically track all regulatory research compliance areas.</p>	<p>use of animals in research, biosafety, and data retention. These databases will be maintained by the Research Compliance Officer.</p> <p>2. Training documentation to show the number of faculty, staff and students (if applicable) who completed the training as measured by successfully passing a test at the end of the training.</p>	<p>databases are available on the OR K drive, making them accessible by OR staff.</p> <p>2. Training for the use of human subjects and use of animals in research has been developed and implemented. All students and researchers using animals are trained before they may use an animal in research. The training results are as follows:</p> <p>185 people were trained in the use of animal subjects in research.</p> <p>164 people were trained in the use of human subjects in research.</p> <p>3. A Biosafety Committee was formed and new forms and procedures were issued to biology and related</p>	<p>employees of UTA. Students who are not employees of UTA need to have access to this on-line training. OR is working with Jennifer Chapman to have this take place.</p>	<p>training and encourage their faculty to comply with the regulations.</p>
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				departments. 4. Protocols for Human Subjects and Animals were completely revamped. New forms were developed for Biosafety.		

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