

2010 BRINGING ADMINISTRATORS TOGETHER CONFERENCE

**Joe G.N. “Skip” Garcia**  
**Office of the**  
**Vice Chancellor for**  
**Research**

**UIC** UNIVERSITY OF ILLINOIS  
AT CHICAGO

*Succeeding in Challenging Times*

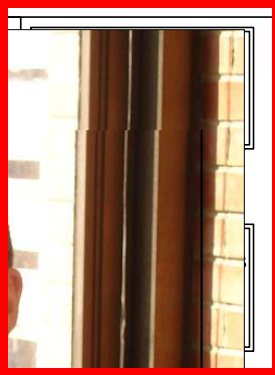
**Joe GN Garcia MD**  
**Vice Chancellor**  
**For Research**

Assistant to the VCR

**Michael S. Jone**  
**Associate VCR**

Economic  
Development

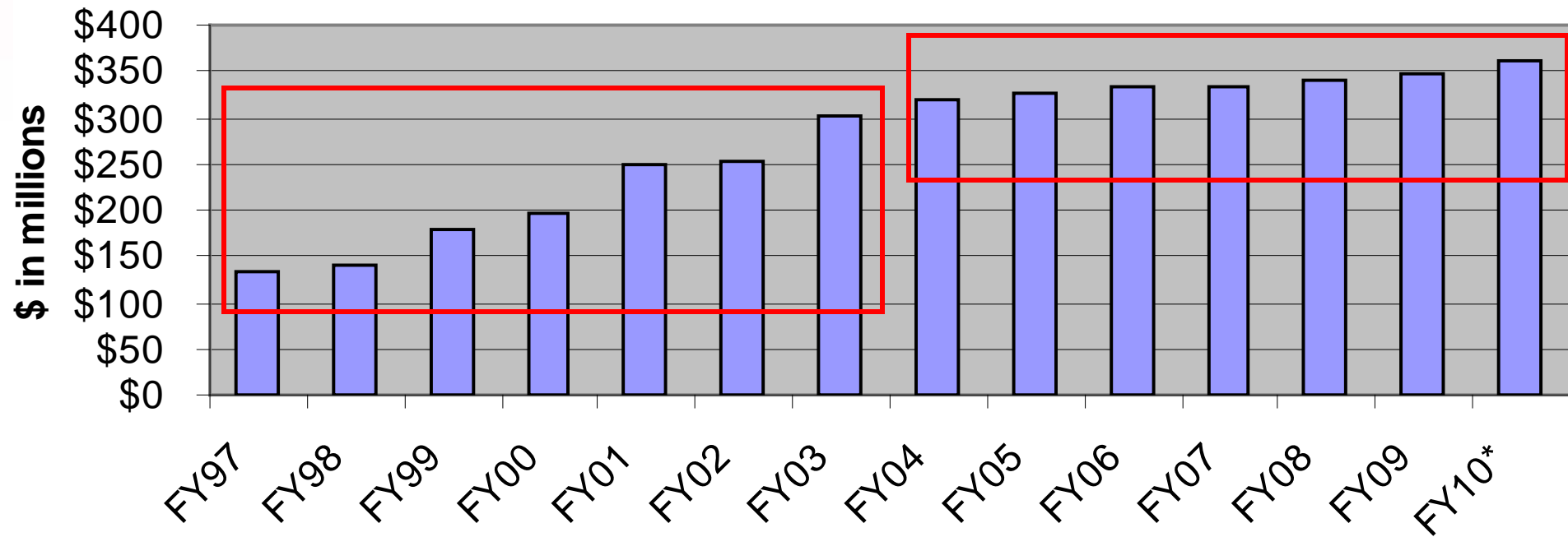
- Office of Animal Care and Institutional Biosafety
- Conflict of Commitment and Interest
- Office for the Protection of Research Subjects
- Research Compliance
- Research Development Services
- Office of Research Services



- Center for Advanced Design, Research and Exploration
- Center for Research on Women and Gender
- Center for Structural Biology
- Institute for Environmental Science and Policy
- National Center for Data Mining
- Software Technologies Research Center

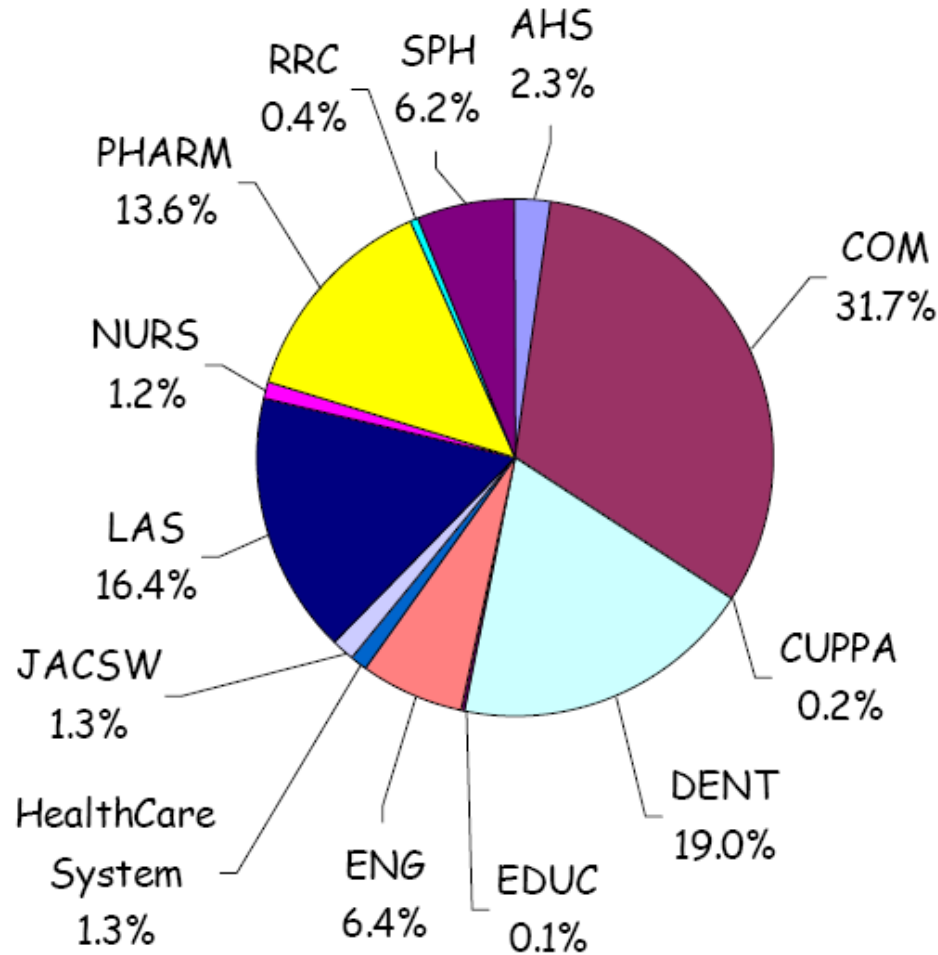
# ORGANIZATIONAL CHART

## Award Data- Fiscal Years FY97- FY10



\*FY10 data is projected

# American Recovery and Reinvestment Act Funding by College



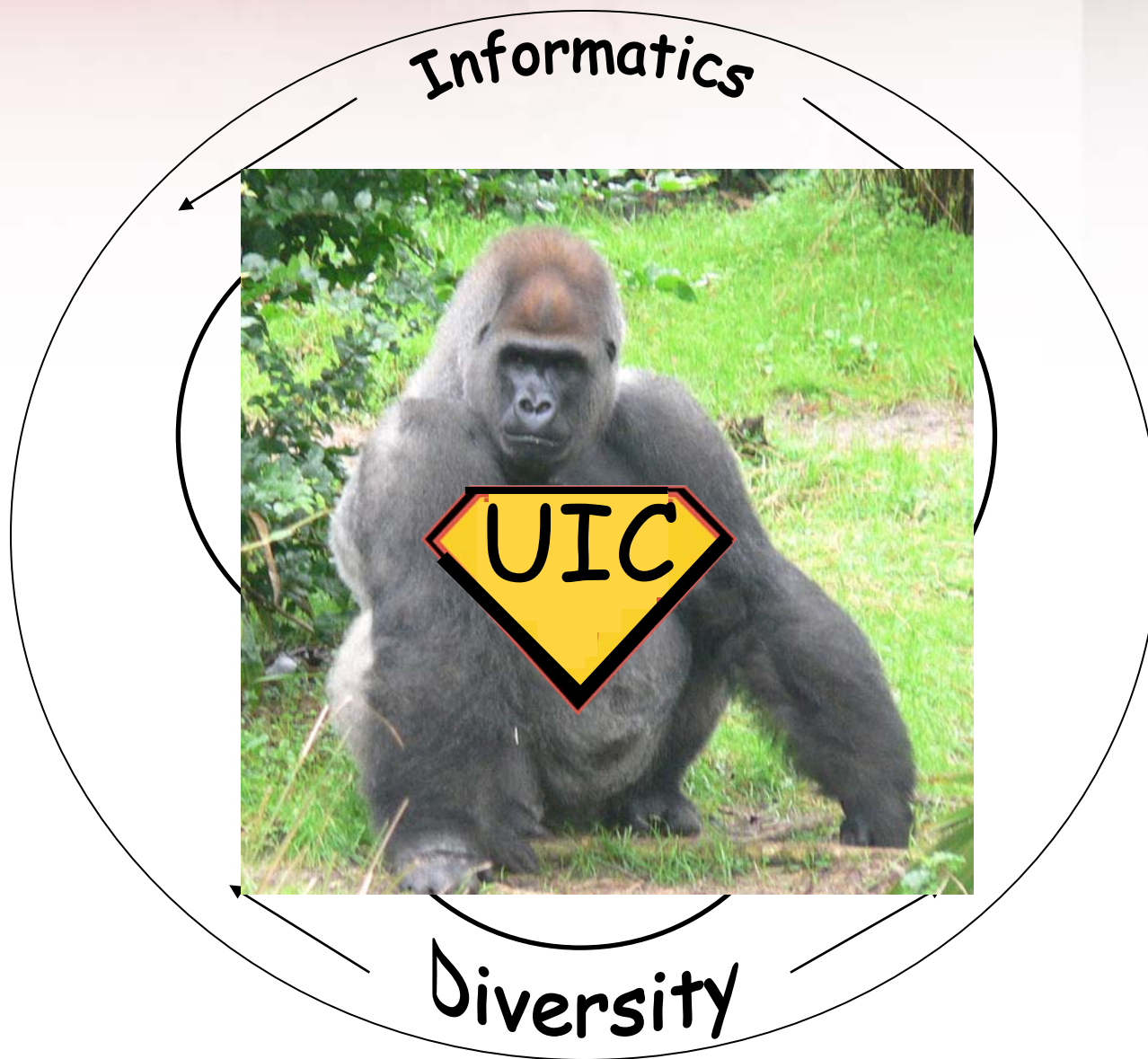
**Total ARRA Funding as of 4/12/10 \$74,287,549**

# Administrative Service Goals

- Achieve high “customer” (faculty, students, staff) satisfaction - navigation through the choppy waters of research administration.
- Move to electronic submission and tracking for IRB protocols, grant submissions, animal care protocols, etc.
- Serve as the conduit for realizing multi-disciplinary, cross-campus collaborations - connecting the dots.
- Implementing “best practices” for research administration - tracking and monitoring performance/progress via **OVCR web-based dashboard**.

# Scholarship & Discovery Goals

- Increase recognition (internally & externally) for UIC's high quality research programs.
- ? In what research areas will UIC put a 'stake in the ground' and move strategically to be nationally recognized as a leading institution?
- Establish UIC as national leader in these key scientifically oriented "themes":
  - National Leader in expanding the pipeline for underrepresented minorities to choose an academic research career
  - National Leader in "Community Disparities Research"
  - National Leader "Biomedical Science Discovery"
  - National Leader "Energy and Environment Science"



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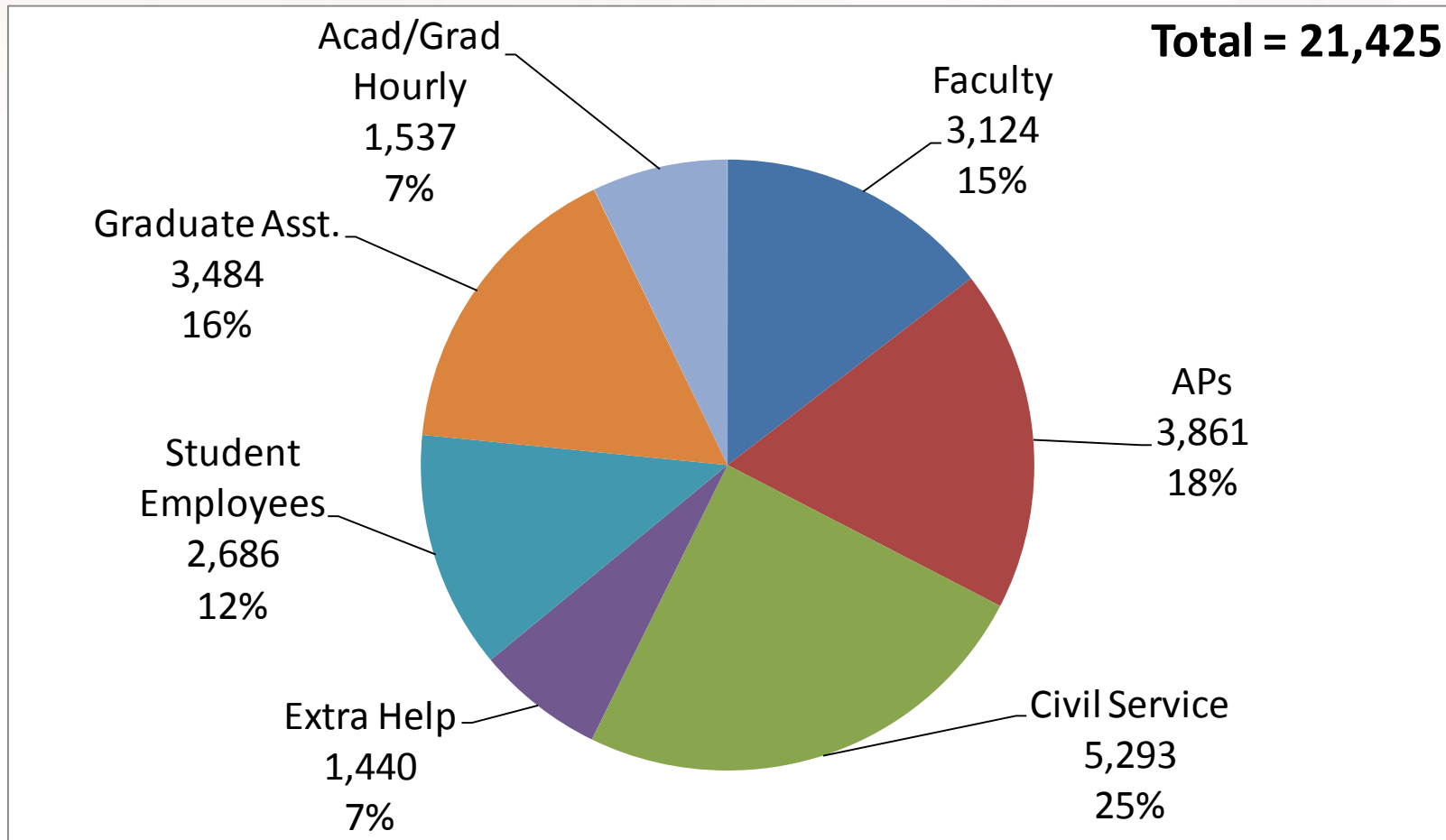
**John Loya**  
**Office of the**  
**Vice Chancellor for**  
**Human Resources**

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*Succeeding in Challenging Times*



## UIC Headcount by Job Category October 2009



# Succeeding In Challenging Times

## UIC HR Priorities

- Focus on the HR System
- AP Job Analysis as the Career Foundation for AP's
- Supporting AP Professional Development and Leadership Training
- Advancing the UIC HR Network
- Providing Exemplary Service to the Medical Center, in Accordance with our MOU
- Promoting HR Shared Service Centers
- Redefining/Redirecting Labor Relations
- Civil Service Reform

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# Heather J. Haberaecker

## Office of Business and Financial Services

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# Four Overarching Goals

- Improving customer satisfaction with OBFS services
- Exploring various organizational models for delivery of services
- Leveraging technology to work smarter vs. harder
- Helping users achieve more integrated and robust financial and human resources reporting solutions

# Improving Customer Satisfaction

- Introducing new Grants and Contracts and Purchasing webinars and training sessions over the next year
- Filling Purchasing staff vacancies to help reduce overall response times (patience please as positions are filled)
- Redesigning the OBFS Policy & Procedures Manual over the next two years to make it easier to use; will phase it in
- Developing a new employee orientation website to complement Human Resources efforts

# Exploring Various Organizational Models

- Determining the best campus/UA organizational model (s) to support the needs of the research community to enhance compliance, support efficient/effective administrative activities and reduce rework (finance/hr silos). This 2008 comment is still applicable to the shared services center discussions
- Launched an Office of Business Development Services (OBDS) to ensure sound business plans underpin revenue contract activities and to improve overall response time. Over the past six months, 90 percent of dept. requests were turned into contracts and signed by both parties within 30 days

# Leveraging Technology

- Implementing an electronic travel and expense management system to make travel reimbursement easier
- Developing a contract management system over the next year to enable users to see current status of contracts under development and ending dates of current contracts, provide for electronic routing and approvals, have access to contract templates and a contract wizard and to help Purchasing and OBDS manage their workload
- Phasing in an electronic settlement process for invoicing and vendor payments which will reduce paper usage and save big \$\$'s

# Leveraging Technology (cont'd)





# Achieving Better Financial and HR Reporting Solutions

- Created an OBFS Reporting Subcommittee which teamed with Decision Support to create new reports for users which will be introduced at the conference and then rolled out to the user community
- More reports from this subcommittee and Decision Support to follow. Please contact Reporting Subcommittee co-chair, Courtney Parzych Stephan, if you have reports/queries that you would like to see developed