

Northwestern

URIC

Administrative Meeting

August 25, 2021

Agenda

April 20, 2021

TIME	TOPIC	PRESENTER
9:00 – 9:15	Introduction & Overview	Joe Boes
9:15 – 9:45	Director of Diversity, Equity and Inclusion Introduction	Aisha Ghori Ozaki
9:45 – 9:55	PI Check-in/check-out	Joe Boes
9:55 – 10:00	HR Updates	Beth Abbott

Introduction & Overview

Agenda for today's meeting...

- Updates
 - Return to campus
 - Financial
 - Sponsored research
 - Campus space and facilities
- Guest: Director of Diversity, Equity and Inclusion for the Office for Research, Aisha Ghorri Ozaki
- HR Updates: Beth Abbott

Return to Campus

- Per email from Luke Figora (8/20/21)
- Requirement of vaccination or registered exception:
 - “...at least one of the vaccines will receive full FDA approval in the coming weeks, after which time, the EUA exception will no longer be available. From that point forward, all faculty and staff members must either be vaccinated or subject to a valid exception as outlined above.”
- Masking
 - Northwestern will continue following CDC and Illinois Department of Public Health guidance regarding indoor masking. Until those recommendations change, masks are required indoors, with exceptions for:
 - Private offices
 - Actively eating or drinking
 - Actively teaching or lecturing, if vaccinated and able to maintain social distance

Financial updates

- Year-end Reminders
 - Manage year end balances (operating allocation chart string)
 - Deficits are not covered by Office for Research; surpluses do not roll into the new year
 - Payroll and journals (Suspense)
 - Receivers and encumbrances
 - [Fiscal Year end resources](#)
- Core Facilities
 - FY22 Cost Study (were due August 13th)
- Budget Packets
 - Will be coming soon, some final adjustments

Sponsored Research

- Sponsored Research office
 - Year end award set-up pressure on the office
 - URICs up 16% in awards in July YTD comparison
 - Continued efforts to get fully staffed
- ORI PI Check-in & Check-out
 - Faculty transition resource
 - [Office for Research: Research Tools page](#)

Northwestern | RESEARCH

Research-Related Principal Investigator

ONBOARDING PROCEDURE CHECKLIST

Please Note:

- Before beginning this checklist, you should first have a [NetID](#).
- For research tools and resources, including [university policies](#), visit research.northwestern.edu/research-tools.
- For an overview of the duties of key individuals who conduct or support research activities, visit researchroles.northwestern.edu.

SPONSORED RESEARCH

osr.northwestern.edu

Are there awards transferring with you to Northwestern?

With incoming faculty, the Sponsored Research office at both the outgoing institution and here at Northwestern will typically work together to determine which sponsored projects will be transferred, including personnel, lab equipment, data, biological samples, research animals, etc. The transfer (shipping, handling, insurance, etc.) is typically paid by the new institution.

- Notify agency sponsors to begin transfer process. Request instructions for transferring your projects to Northwestern.

Campus Space and Facilities Updates

- Evanston Building renovations
 - [Northwestern Now article](#)
 - Jacobs
 - Social Science Hub
 - Mudd Library
 - Science floors, allow for science faculty expansion
- 1801 Maple as Technology Accelerator
 - [Northwestern Now article](#)
 - Office for Research efforts

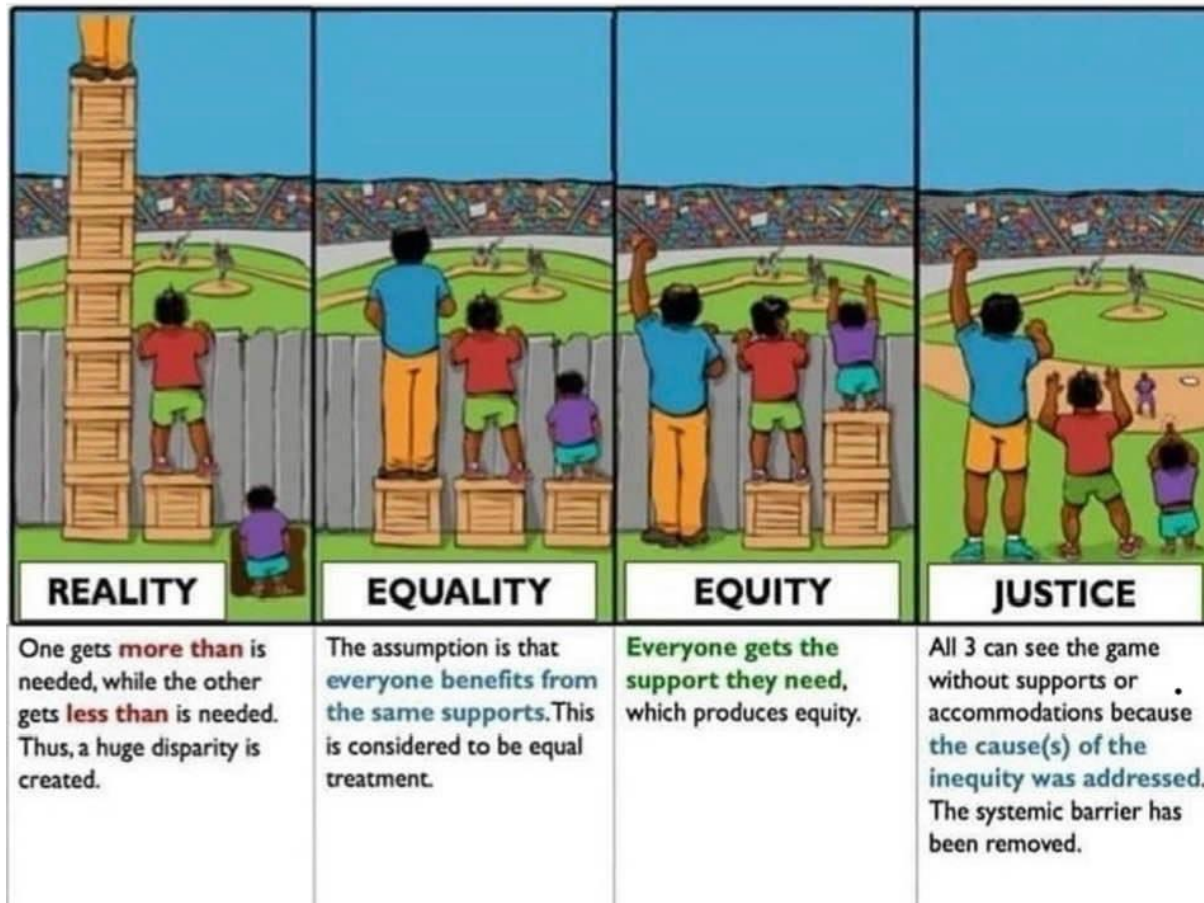


Director of Diversity, Equity and Inclusion Introduction

Aisha Ghori Ozaki

- Introduction
- DEI @ Northwestern and OR
- Discussion / Q+A

Have you ever wondered?



Diversity defined

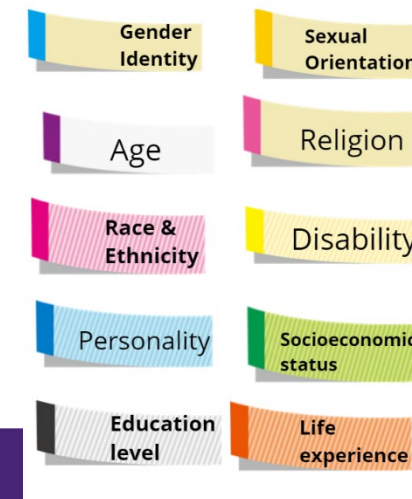
The term ***diversity*** is used to describe individual differences (e.g., life experiences, learning and working styles, personality types) and group/social differences (e.g., race, socio-economic status, class, gender identity, sexual orientation, country of origin, ability, intellectual traditions and perspectives, as well as cultural, political, religious, and other affiliations) that can be engaged to achieve excellence in teaching, learning, research, scholarship, and administrative and support services.

Surface level

- Age/generation, disability, race and ethnicity, gender identity, marital status, parental status, religion, sexual orientation, veteran status, documentation status

Deep Level

- Attitudes and opinions, beliefs and values, information, knowledge and skills, personality traits, temperament, preferences, social networks, social status and life experience





Support

- Office of Equity
- Office of Institutional Diversity & Inclusion
- Office for Research, Diversity, Equity & Inclusion
 - Coaching and consulting
 - Amplification of institutional resources
 - Learning experiences and events

Initiatives

- Current initiatives include supporting faculty diversity, undergraduate students, staff affinity groups, task forces, gender inclusion, historical commemorations, veterans support and more.
- In the Office for Research, the commitment to Diversity, Equity and Inclusion (DEI) is foundational, amplifies the institutional focus and is further enhanced through the creation of an inaugural role to provide direct support for the department with responsibilities for leading and coordinating efforts to create a diverse, inclusive and equitable workplace environment



Questions/Discussion

HR Updates

Beth Abbott

HR Updates - Compensation

- General delays and backlog
- Job Descriptions:
 - *[Compensation] recommends not editing (with bullets or highlighting) job family description templates. This will decrease the turnaround time on position creations, reclassifications, and backfills from 5 business days to 3 business days. School/Central Unit marketing statements and job detail may be included in the job posting.*

Closing & Questions

THANK YOU!!