Administrative/Support Functions & Costs Task Force 2016

Office of Research Services Task Force

10/24/16 Dental Building 3117A 12:00PM-1:45PM

Attendance: Dr. Mark Hecker, Dr. Thomas Menees, Dr. Sarah Dallas, Dr. Jeffrey Rydberg-Cox, Dr. Kenneth Schmitz and Ms. Laura Crystal

Not in Attendance: Dr. Anil Kumar

Agenda:

Develop questions for previous faculty interviews

Develop questions for ORS staff interviews

Questions for previous faculty interviews:

The committee decided to ask these interviewees open ended questions similar to the previous interviews. What aspects of the ORS functions well, and what would you suggest for improvement?

Questions for ORS Staff interviews:

The committee decided to ask these interviewees open ended questions similar to the previous interviews. What aspects of the ORS functions well, and what would you suggest for improvement? The VCR will get more specific questions as decided by the committee.

Template for report

The committee needs to decide how they want to write the final report. Ideas suggested included dividing the report by ORS areas or by common themes.

Next Steps:

Each committee member will submit the following to Laura before the next meeting:

* Questions each member has for Dr. Dreyfus
* Summaries from their interviews thus far
* Availability for the ORS Staff interviews on November 15th

The next meeting will be November 7th in the same room, Dental School 3117A at 12:00-2:00pm.