Dear Research Quality Teams,

Please see the following RQMP announcements. As always, please let us know if you have any questions or need assistance.

**RCR Compliance update:** Nearly all of our SoM and SoN units have met their RQMP metric for RCR Compliance ahead of the June 30th deadline, **congratulations!** Our current list of those having met the RQMP metric include: Anesthesiology, B&B, Biochem, BIAC, Cell Bio, CTSI, Center of Study of Aging, DCI, DCRI, DEPRU, Dermatology, DGHII, DHVI, DMPI, FMCH, Heart Center, Immunology, Marcus Center, MGM, Neurobiology, Neurology, Neurosurgery, ObGyn, Ophthalmology, Ortho, Pathology, Pediatrics, PCB, PHS, Psychiatry, RadOnc, Radiology, Surgery, SoN.

**SMART Goal Milestone**

As requested in last week’s message, please submit a progress report on your unit’s RQMP SMART Goal(s) **as soon as possible** so that our office can review and issue credit for this final Year 3 milestone in a timely manner. Thank you to everyone who submitted it last week. **We still need progress reports from approximately one half of you so please keep them coming!**

Remember, **your SMART Goal does not need to be concluded at the time of the report; as this is simply a progress update.** The progress report should specify what has been accomplished to date and what work is still pending based on the key performance indicators and target deadlines described in the SMART Goal document (submitted in December of 2021 and uploaded to Section T in REDCap). Include updated target deadlines, if needed, to provide the framework for continuation of the SMART Goal process.

There is no template for this progress report as SMART Goals varied widely between units in both scope and subject matter. The progress report can either be uploaded as a Word document to Section T in REDCap, or can be entered into the free text box provided within that section. If you prefer to upload a Word document for this progress report, the free text box can be used later to provide supplementary information. Ideally, the progress report should be concise and provide a clear summary of what work has been accomplished and what is still in progress.

Thank you!

-The RQMP Central Office
Dear Research Quality Teams,

Please see the following RQMP announcements. As always, please let us know if you have any questions or need assistance.

**DataWorks! Prize open for submission**

See the following NIH article regarding a $500,000 prize purse for research teams who submit their stories on data sharing practices that advanced scientific discovery.

**SMART Goal Milestone**

As requested in last week’s message, please submit a progress report on your unit’s RQMP SMART Goal(s) as soon as possible so that our office can review and issue credit for this final Year 3 milestone in a timely manner. Thank you to everyone who submitted it last week. We still need progress reports from approximately two thirds of you so please keep them coming!

Remember, your SMART Goal does not need to be concluded at the time of the report; as this is simply a progress update. The progress report should specify what has been accomplished to date and what work is still pending based on the key performance indicators and target deadlines described in the SMART Goal document (submitted in December of 2021 and uploaded to Section T in REDCap). Include updated target deadlines, if needed, to provide the framework for continuation of the SMART Goal process.

There is no template for this progress report as SMART Goals varied widely between units in both scope and subject matter. The progress report can either be uploaded as a Word document to Section T in REDCap, or can be entered into the free text box provided within that section. If you prefer to upload a Word document for this progress report, the free text box can be used later to provide supplementary information. Ideally, the progress report should be concise and provide a clear summary of what work has been accomplished and what is still in progress.

Thank you!

-The RQMP Central Office
Dear Research Quality Teams,

Please see the following RQMP announcements.

**Research Management Standards**

As a Research Quality Team, be sure to review the Research Management Standards shared during the [RQMP Spring Training session](#) as well as your unit’s research administration performance data updated monthly in your unit’s Box Folder. The data includes information on:

- Incomplete attestations
- Un-remediated CAS Expenditures
- Activity on “Reviewable” GL Accounts: 6932 Public Relations and Social Expenses, 6901 Interdepartmental Service Expenses, 6960 Business Meetings
- Missing Goals and Aims in SPS
- Missing GM data in SAP
- Codes in Advance of Award
- Codes with potentially slow or accelerated burn-rates

Additionally there is data in your Duke Box related to the following actively-scored metrics:

- Timeliness of Closeout Submission
- Reportable Closeout Submission (aka Late Activity)
- Timeliness of Final RPPR and Final Invention Statement

Please contact Jonathan Parrish (jonathan.parrish@duke.edu) or Darrell Queen (darrell.queen@duke.edu) in the Office of Research Administration (ORA) if you do not have access to the data in your unit’s Duke Box folder and/or if you have any questions about the data.

**Org Charts and Escalation Plans**

ORA recently asked LRAs to review their organizational chart and escalation plan to ensure it is current and accurate. We house those documents in the RQMP project in REDCap in Section Q and R respectively. Please reach out to our office if you need assistance locating or uploading revised versions of those files to the database.

**RCR Training Compliance**

*The deadline for RCR Training Compliance is fast approaching!*

To assist those RCR Compliance delegates for units still working on meeting the threshold for compliance, we will be sending out a refreshed RCR Tracker spreadsheet on Wednesday, June 1, 2022 to allow for processing of RCR credit after the Memorial Day holiday. The spreadsheet will help you easily determine who still needs RCR Training to meet the Milestone before the deadline on June 30, 2022.

**Upcoming RCR-200 training events:**

**June 1, 2022 10am-11:30am** Research Town Hall: Best Practices, Tools and Resources for
Successful Research Grants at Duke. Register at: https://duke.is/rey2a

June 3, 2022 12pm-1:30pm Perverse Incentives in Academia. Register at: https://duke.is/pj643

June 7, 2022 9am-10:30am The Crucial Role of Mentoring in Preserving Research Integrity. Register at: https://duke.is/9kmpe

To register for additional RCR-200 events for faculty and staff, go to the DOSI website.

Thank you!

-The RQMP Central Office
Dear Research Quality Teams,

Please see the following RQMP announcements.

**RQMP Spring Training Materials**

We have posted the slides and recording of each presentation (by session/topic) from May 5, 2022 in the Spring Training 2022\Event #2- May 5, 2022 folder in Duke Box (log-in required using Duke network credentials). The materials from the first event are now located in the Event #1 – April 7, 2022 subfolder. Many thanks to the presenters for the excellent content shared:

- Session 1: Research Publishing & Productivity – Megan Von Isenburg and Jenny Ariansen
- Session 2: Expectations for Pre- and Post-award Management – Laurianne Torres and Rebecca Brouwer
- Session 3: Research Security – Lindsey Spangler

If you haven’t already, please disseminate the information to the relevant research administrators and researchers within your unit to ensure they are aware of these germane research management standards. *NOTE: The content shared during a given session/topic was very similar during Event #1 and #2; therefore we recommend only sharing materials from one of the two event dates for a given session.*

In accordance with the Year 3 RQMP milestone, each unit’s Research Quality Team must submit evidence of dissemination (e.g., copy of sent emails, meeting minutes, presentation slides, newsletter, etc.) by either the RQO or LRA by May 31, 2022. An email confirmation was sent earlier today to the individuals who received credit for attending the May 5th event. The email included instructions on how to record training attendance and evidence of dissemination in Section T in REDCap. Please contact us if you were in attendance but did not receive the email confirmation; or need help submitting your information via REDCap.

**Reporting Concerns**

There are a variety of ways for the Duke community to voice concerns about actions that are inconsistent with Duke’s values or possible research misconduct. As a friendly reminder, allegations of research misconduct reported to you as a Research Quality Team member should be promptly forwarded to our Misconduct Review Officer, Donna Kessler.

Thank you!

-The RQMP Central Office
Dear Research Quality Teams,

Please see the following RQMP announcements.

**RQT Training Event #2 this Thursday**

We hope to see many of you at the upcoming RQT Spring Training Event this Thursday (May 5) from 12-3pm (see agenda below). An Outlook invitation with the [zoom link](#) was sent to this contact group in March. Let us know if you did not receive it or need the invitation to be resent.

- **Session 1 (12:00-1:00 p.m.):** Research Publishing & Productivity - Megan Von Isenburg and Jenny Ariansen
- **Session 2 (1:00-2:00 p.m.):** Expectations for Pre- and Post-award Management – Laurianne Torres and Rebecca Brouwer
- **Session 3 (2:00-3:00 p.m.):** Research Security - Lindsey Spangler

As a friendly reminder, the RQO and LRA are required to attend at least 1 hour of training offered during Year 3 (and show evidence of dissemination of the training materials to their unit) to fulfill the RQT Training Milestone. This event counts toward the attendance requirement for that Milestone. You may select session(s) most relevant to your role on the Research Quality Team. Although not required as part of the Year 3 milestone, RQT delegates are also welcome to attend. This is the second of two RQT training events offered this spring. The same content shared during Spring Training Event #1 will be repeated; therefore, we recommend only attending one of the two dates for a given session.

Please note that the Spring Training Events have replaced our typical RQMP Quarterly Roundtable meeting for this quarter.

**RCR Training Compliance Milestone**

We emailed RCR Training Compliance Delegates earlier today with a refreshed RCR Tracker spreadsheet to assist those still working on meeting this milestone. If you did not receive that email and would like more information on the expectations or status for your unit on this milestone, please let us know and we’ll be happy to forward the information.

As a reminder, here is a snapshot of the compliance metric in Section T Year 3 Milestone in the REDCap database. Although the milestone threshold allows for a small number of individuals to be out of compliance, we encourage units to strive for 100% compliance amongst your faculty and staff engaged in research who have training due on or before May 31, 2022. Please let us know if there’s anything we can do to assist you.

Achieve and maintain compliance with RCR training requirement for faculty and staff engaged in research based on size of academic unit:
- < 3 researchers out of compliance in units with < 40 researchers
- < 5% of researchers out of compliance for units with 40 - 500 researchers
- < 26 researchers out of compliance for units with >500 researchers

Thank you!

-The RQMP Central Office
Dear Research Quality Teams,

Please see the following RQMP announcements.

**RQMP Spring Training Materials**

We have posted the slides and recording of each presentation (by session/topic) from April 7, 2022 in the [Spring Training 2022](#) folder in Duke Box (log-in required using Duke network credentials). Many thanks to the presenters for the excellent content shared:

- Session 1: Research Publishing & Productivity – Megan Von Isenburg and Jenny Ariansen
- Session 2: Expectations for Pre- and Post-award Management – Laurianne Torres and Rebecca Brouwer
- Session 3: Research Security – Lindsey Spangler

Please disseminate the information to the relevant researchers within your unit to ensure they are aware of these germane research topics. In accordance with the Year 3 RQMP milestone, please submit evidence of dissemination by May 31, 2022. Evidence may include, but is not limited to, a copy of sent emails, meeting minutes, presentation slides, newsletter, etc.

An email confirmation was sent earlier today to the individuals who received credit for attending the April 7th event. The email included instructions on how to record training attendance and evidence of dissemination in Section T in REDCap. Please contact us if you were in attendance but did not receive the email confirmation; or need help submitting your information via REDCap.

**5-Part Communication Series**

As you may recall, Laurianne Torres mentioned a 5-Part Communication Series during the RQMP Winter Roundtable in January. The final communication in that series was distributed by the Duke Office for Research & Innovation on March 28th. If you missed any of those emails, you can find the bundled 5-part communication series on [myRESEARCHpath](#).

<table>
<thead>
<tr>
<th>Navigating the Proposal Review &amp; Submission Process</th>
<th>Jan 10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Understanding Roles, Responsibilities &amp; Partnerships during the Pre-Award Stage</td>
<td>Jan 24</td>
</tr>
<tr>
<td>Developing a Successful Budget</td>
<td>Feb 8</td>
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<tr>
<td>Collaborating with External Partners / Subcontractors</td>
<td>Mar 13</td>
</tr>
<tr>
<td>Knowing the Resources &amp; Services Available to Support You</td>
<td>Mar 28</td>
</tr>
</tbody>
</table>

**New Requirements for Algorithms that Involve Patient Care at Duke Health**

All electronic algorithms that may impact patient care at Duke Health are now required to register with the Algorithm-Based Clinical Design Support (ABCDS) Oversight Program. For information on how to register your model, click [here](#).

The ABCDS Oversight program guides tools through their life cycle providing governance, evaluation, and monitoring. Types of models to be registered include:

- Data Driven Models: a model that builds relationships between input and output data using
statistical/machine learning techniques. ML/AI and other statistically-derived models fall under this category.

- Clinical Consensus Models: a formula or set of rules that were derived based on clinical acumen and consensus, the literature, and/or expert recommendations. These algorithms provide the same results on the same inputs.

- Standard of Care / Clinical Guidelines-based Models: Standard of care is typically defined as the level and type of care that a reasonably competent and skilled health care professional, with a similar background and in the same medical community, would have provided under the circumstances. A ‘standard of care’ tool or model would be a tool or model used to guide standard-of-care as defined above and would be supported by evidence in the medical literature, recommended by medical societies, or incorporated into clinical practice guidelines.

Benefits of registering tools include:

- Proactive Alignment with FDA Processes
- Improved Accuracy, Impact and Efficiency
- Quality by Design Meeting the Intent of Use & Institutional Needs
- Quality Control & Assurance
- Model Ownership & Accountability
- Best-Practice Knowledge Sharing
- Collaboration

To obtain more information you may visit the ABCDS Oversight website or connect with the ABCDS Oversight team at abcds@duke.edu.

Thank you!

- The RQMP Central Office
Dear Research Quality Teams,

Please see the following RQMP announcements, including the quarterly refresh of the SCAP Attestation Tracker.

**RQT Training Event – This Thursday!**

We hope to see many of you at the upcoming RQT Spring Training Event this Thursday (April 7) from 10am-1pm (see agenda below). An Outlook invitation with the [zoom link](#) was sent to this contact group last month. Let us know if you did not receive it or need the invitation to be resent.

- **Session 1 (10:00-11:00 am):** Research Publishing & Productivity – Megan Von Isenburg and Jenny Ariansen
- **Session 2 (11:00-12:00 pm):** Expectations for Pre- and Post-award Management – Laurianne Torres and Rebecca Brouwer
- **Session 3 (12:00-1:00 pm):** Research Security – Lindsey Spangler

As a friendly reminder, the RQO and LRA are required to attend **at least 1 hour of training** offered during Year 3 (and show evidence of dissemination of the training materials to their unit) to fulfill the RQT Training Milestone. This event counts toward the attendance requirement for that Milestone. You may select session(s) most relevant to your role on the Research Quality Team. Although not required as part of the Year 3 milestone, RQT delegates are also welcome to attend. This is the first of two RQT training events being offered this spring. The same content will be shared during both events; therefore, we recommend only attending one of the two dates for a given session.

Please note that the Spring Training Events will replace our typical RQMP Quarterly Roundtable meeting for this quarter.

**SCAP Attestation Tracker**

See the attached workbook “SCAP_Attestation_Tracker_2022_04_01” for the current status of Science Culture and Accountability Plan (SCAP) attestations.

This tracker is using the RCR Required Training cohort (as of April 1, 2022) as its source population. If an individual on the list is NOT engaged in research, please exempt them from the RCR Tracker. This will automatically remove them from the SCAP Attestation Tracker in future updates. We provide SCAP Attestation Tracker updates on a Quarterly basis. The next report will be sent in early July 2022.

We have **not** hidden the personnel who have attested to the SCAP; they will show with the date of their latest attestation in Column P. Personnel who have never attested will have a “No” listed in Column P. You may filter personnel by your Department/Center/Institute using the filter on Column O.

**IMPORTANT:** Please test the URL listed for your unit in the attached workbook “SCAP Attestation Survey in Qualtrics_URLs by unit.” If the link is broken or does not reflect your
current SCAP, email the correct URL to the RQMP Central Office as soon as possible so that we may update it in the Qualtrics survey and on our website.

Remember, all faculty and staff engaged in research are required to attest to the SCAP for the Department/Center/Institute of their primary affiliation in accordance with your unit’s SCAP Maintenance Plan. Your unit-specific SCAP Maintenance Plan (i.e., the detailed plan on who, how, and when attestations will be obtained for F/S within your unit) is located in Section J.5 of the RQMP database in REDCap.

Please forward this information to the SCAP Tracker delegate(s) within your unit, if needed, so that they can inform researchers who are out of compliance within your unit to attest.


Let us know if you have any concerns or need assistance navigating the tracker or REDCap database.

SCAP – Name Update

We’ve updated the DOSI website and SCAP [guidance document](http://bit.ly/SCAPattest2020) to read “Scholarly Culture and Accountability Plan” rather than “Science” as we expand the Research Quality Management Program to Campus, including humanities research. There is no need to update your unit-specific SCAP to reflect the change at this time.

Thank you!

- The RQMP Central Office
Dear Research Quality Teams,

Today’s Monday message focuses on the **RCR Training Compliance Milestone**, see request below. We appreciate your attention and assistance in ensuring the success of this goal.

The deadline for reviewing and notifying us of any necessary modifications to the list of faculty and staff engaged in research according to the RCR Tracker is **this Wednesday**, March 30th.

Thank you to the following units who have already responded to the request:

- Anesthesiology
- BIAC
- Biochemistry
- Cell Biology
- Center for Study of Aging
- DCRI
- DEPRU
- Dermatology
- DGHI
- DMPI
- Neurobiology
- Pathology
- PHS
- Psychiatry
- Radiation Oncology

We’ve gotten confirmation from a few other units saying that you are working on the request and will let us know of any changes to your list by Wednesday. Thank you!

**If your unit has not yet responded to the inquiry, please send us a status update as soon as possible.** NOTE: We’ve emailed detailed instructions to the RCR Training delegates, i.e., individuals identified as the primary RCR Training delegate for each Research Quality Team. If you did not receive that email and would like more information on the expectations or status for your unit on this request, please let us know and we’ll be happy to forward the information.

As always, please contact us if you have any questions or need assistance.

Thank you,
- The RQMP Central Office
Dear Research Quality Teams,

Please see the following RQMP announcements.

**SMART Goals**

As a friendly reminder, we ask that RQTs routinely evaluate their planned initiatives for achieving the SMART goal(s) to ensure they are on-track and are being effective. Change in culture and practice requires open communication and engagement strategies that may need to be modified based on feedback and progress. A progress report based on key performance indicator(s) is due by June 30, 2022 via Section T in REDCap.

As part of the RQMP’s overarching goal to foster a culture of collaboration where researchers can openly learn from each other, we’ve attached an abridged summary of the SMART Goals submitted as part of the Year 3 Milestones. The SMART goal(s) fell into three main categories: 1) increased adoption of an electronic research notebook, 2) data management planning, and 3) other.

**RCR Training Compliance Milestone**

Thank you to those who attended our office hours and/or have responded to the RCR Training Compliance Milestone request. If your unit hasn’t already, please review the list sent by our office on March 3rd for accuracy and notify us of any necessary modifications as soon as possible. Please note that the initial list will serve as the denominator when calculating the compliance thresholds for units that do not curate a list by the March 30 due date.

As always, please contact us if you have any questions or need assistance.

Thank you,

-The RQMP Central Office
Dear Research Quality Teams,

Please see the following RQMP announcements.

**RCR Training Compliance Milestone – Office Hours**

We are hosting Office Hours momentarily (today from 10-11am) and tomorrow from 3-4pm. Feel free to drop in via the [Zoom link](#) if you have any questions related to the milestone, how to navigate within the RCR Tracker, and/or how to review and curate the list provided to RCR Delegates on March 3rd. We are also happy to schedule 1:1 calls if needed. Response to the provided list is due by March 30.

**Research Town Hall – Reminder**

We hope to see many of you at the Research Town Hall tomorrow (3/15/22) from 2:00-3:30pm. Please help us spread the word with Faculty in your unit. RCR-200 level training credit will be offered. Pre-registration is required. See event flyer for details; and registration link below.

REGISTER TO ATTEND: [https://duke.is/pxhr6](https://duke.is/pxhr6)

**RQT Delegates**

Please notify the RQMP Central Office at [RQMP@duke.edu](mailto:RQMP@duke.edu) whenever you activate or deactivate RQT delegates for your unit in REDCap so that we can update our distribution/contact lists accordingly. Thanks!

As always, please contact us if you have any questions or need assistance.

Thank you,

-The RQMP Central Office
Dear Research Quality Teams,

Please see the following RQMP announcements. As always, please contact us at RQMP@duke.edu if you have any questions or need assistance.

**RQT Training Milestone – Invitation for upcoming events**

As we mentioned last week, two RQT Training events will be hosted by the RQMP Central Office this spring: April 7th from 10:00am-1:00pm and May 5th from 12:00-3:00pm. Please be on the lookout for the Outlook meeting invitations later today, which will include the zoom link. Pre-registration is not required.

As a friendly reminder, the RQO and LRA are required to attend at least 1 hour of training offered during Year 3 (and show evidence of dissemination of the training materials to their unit) to fulfill the RQT Training Milestone. These sessions count toward the attendance requirement for that Milestone.

**RCR Training Compliance Milestone – List Distributed**

The list of faculty and staff engaged in research according to the RCR Tracker was distributed to RCR Delegates (as designated in Section T of REDCap) on Thursday, March 3. The delegates have been instructed to review and curate the list by March 30, 2022.

To supplement the detailed information provided by email, we will host Office Hours starting this Wednesday to answer questions related to the milestone, how to navigate within the RCR Tracker, and/or how to review and curate the list provided.

Feel free to drop in at any time via the Zoom link during the following Office Hours:

- Wednesday 3/9/22 2:00-3:00 pm
- Thursday 3/10/22 12:00-1:00 pm
- Friday 3/11/22 9:00-10:00 am
- Monday 3/14/22 10:00-11:00 am
- Tuesday 3/15/22 3:00-4:00 pm

**Research Town Hall – Spread the Word**

The DOSI-ASIST office will be hosting a Research Town Hall next Tuesday. Please spread the word with Faculty in your unit who might benefit from this event. RCR-200 level training credit is available. Pre-registration is required. See event flyer attached and registration details below.

*Research Town Hall – Getting Ahead of Problems Before They Arise: Research Administration for Faculty*

March 15, 2022 | 2:00 pm to 3:30 pm
Location: zoom

Please join us for a virtual Town Hall providing updates and demonstrations of new tools and resources for managing research with integrity at Duke. Leaders from across the institution will present the latest updates on pre- and post-award administration topics and how Duke is evolving to support our research community. Topics will include new content in myRESEARCHsuite, such as resources related to budgeting, common errors, and the five-part communication series; demonstrations of the new 'Intent to Submit' and Other Support tools in myRESEARCHhome; and a review of fundamental concepts, such as prior approvals and communication with sponsors. Attendees will receive a comprehensive overview of the recent developments in technology, process and resources.

Actively participating in this event for a minimum of 60 minutes fulfills the Collaborative RCR-200 requirement.

REGISTER TO ATTEND: https://duke.is/pxhr6
Contact: ASIST asist@duke.edu

Thank you,
-The RQMP Central Office
Dear Research Quality Teams,

Please join us in welcoming Shruti Raja and Laura Becker to the Research Quality Management Program (RQMP) as of February 2022. Shruti joined as the Research Quality Officer (RQO) and Laura joined as the Lead Research Administrator (LRA) for the Duke Early Phase Research Unit (DEPRU).

**RQT Training Events – Save the Date**
The following RQT Training events will be hosted by the RQMP Central Office this spring. Trainings are intended to make RQTs aware of institutional policies and processes to better enable your ability to disseminate information and support faculty and staff within the unit. The RQO and LRA are required to attend at least 1 hour of training offered during Year 3 (and show evidence of dissemination of the training materials to their unit) to fulfill the RQT Training Milestone. Although not required as part of the Year 3 milestone, delegates are also welcome to attend.

Registration information will be provided in coming weeks. In the meantime, please save the date for the event(s) most relevant to your role on the research quality team. The same content will be shared during the April 7 and May 5 events; therefore, we recommend only attending one of the two dates for a given session.

**April 7, 2022:**
- Session 1 (10:00-11:00 am): Research Publishing & Productivity - Megan Von Isenburg and Jenny Ariansen
- Session 2 (11:00-12:00 pm): Expectations for Pre- and Post-award Management – Laurianne Torres and Rebecca Brouwer
- Session 3 (12:00-1:00 pm): Research Security - Lindsey Spangler

**May 5, 2022:**
- Session 1 (12:00-1:00 p.m.): Research Publishing & Productivity - Megan Von Isenburg and Jenny Ariansen
- Session 2 (1:00-2:00 p.m.): Expectations for Pre- and Post-award Management – Laurianne Torres and Rebecca Brouwer
- Session 3 (2:00-3:00 p.m.): Research Security - Lindsey Spangler

**RCR Training Compliance Milestone – Office Hours**
As we mentioned earlier this month, we will host Office Hours in March to answer questions related to the RCR Training Compliance Milestone. This will be offered in addition to the detailed information emailed to the RCR Training delegates later this week. Feel free to drop in at any time via the Zoom link during the following Office Hours:
- Wednesday 3/9/22 2:00-3:00 pm
- Thursday 3/10/22 12:00-1:00 pm
- Friday 3/11/22 9:00-10:00 am
- Monday 3/14/22 10:00-11:00 am
- Tuesday 3/15/22 3:00-4:00 pm

Please contact us at RQMP@duke.edu if you have any questions.

Thank you,
Dear Research Quality Teams,

Please see the following RQMP announcements.

**Disseminating Survey about Research Data Resourcing Needs**

There’s only one week left to participate in the Office for Research & Innovation (OR&I) survey about Data Resourcing needs around Duke. Please disseminate the following message to **Faculty and PIs** in your department/center/institute. Thank you for your help in spreading the word!

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**Needs Assessment for Research Data Resources**

The Office for Research & Innovation (OR&I) is seeking input from Faculty and PIs to help us understand research data resourcing needs across the University. This request is part of the Duke Research Data Initiative’s commitment to engage the research community. Prior to February 22nd use the survey link below to help us understand how the institution can help support the management and preservation of data (estimated 10 mins to complete). **Faculty and PI respondents will be entered into a raffle to win an Apple Watch or Bose Environmental Speaker!**

[Link to Survey](#)

For more information about the Research Data Initiative, please see their [website](#).

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**RCR Training Milestone – Mark your calendars**

In preparation for the upcoming RCR Training Milestone, the RQMP central office will contact RCR training delegates in early March with a list of faculty and staff engaged in research according to the RCR Tracker. We will work with each RCR training delegate to ensure the list is accurate and that expectations are clear.

As part of those efforts, we will host Office Hours in March to answer questions related to the milestone, how to navigate within the RCR Tracker, and/or how to use the curated list specific to each unit. Feel free to drop in at any time via the [Zoom link](#) during the following **Office Hours:**

- Wednesday 3/9/22 2:00-3:00pm
- Thursday 3/10/22 12:00-1:00pm
- Friday 3/11/22 9:00-10:00am
- Monday 3/14/22 10:00-11:00am
- Tuesday 3/15/22 3:00-4:00pm

In the meantime, please continue to track and reach out to those in your unit who are currently out of compliance, or have training due soon. The higher the compliance is within your unit now and in the coming months, the easier it will be to achieve success on this milestone by June 30, 2022.
As a reminder, success for this milestone is based on the following levels of RCR compliance within each unit:
<3 researchers out of compliance in units with less than 40 researchers
<5% researchers out of compliance for units with 40 - 500 researchers
<26 researchers out of compliance for units with greater than 500 researchers

Please contact us at RQMP@duke.edu if you have any questions.

Thank you,
- The RQMP Central Office
Dear Research Quality Teams,

Please see the following RQMP announcements.

Updated RQT Directory

Please join us in welcoming to Shanta Garvin and Christoph Hornik to the Research Quality Management Program (RQMP) as of January 2022. Shanta joined as the Lead Research Administrator (LRA) for the Duke Cancer Institute (DCI) and Christoph joined as the Research Quality Officer (RQO) for the department of Pediatrics.

All current RQOs and LRAs are included in the RQMP Directory, see attached. We also maintain a current version of the directory on the DOSI RQMP webpage for easy reference. Please email our office at RQMP@duke.edu if there are any changes to your research quality team. We’ll be happy to assist you with orienting new members (including delegates) to the program.

Disseminating Survey about Research Data Resourcing Needs

The Office for Research & Innovation (OR&I) is requesting your assistance in disseminating the following message to research faculty and PIs in your department/center/institute. The survey will collect information about Data Resourcing needs around Duke. Please reach out to researchdata@duke.edu with any questions or concerns. Thank you for your help in spreading the word!

Needs Assessment for Research Data Resources

The Office for Research & Innovation (OR&I) is seeking input from Faculty and PIs to help us understand research data resourcing needs across the University. This request is part of the Duke Research Data Initiative’s commitment to engage the research community. Prior to February 22nd use the survey link below to help us understand how the institution can help support the management and preservation of data (estimated 10 mins to complete). Faculty and PI respondents will be entered into a raffle to win an Apple Watch or Bose Environmental Speaker!

Link to Survey

For more information about the Research Data Initiative, please see their website.

Thank you,

-The RQMP Central Office
Dear Research Quality Teams,

As mentioned during the last Monday announcement, Laurianne Torres (Associate Dean, Research Administration) will be discussing common errors in grant submissions and proposal routing during the Winter Roundtable on Monday. We’re excited to announce there is a new page in myRESEARCHpath dedicated to this topic: [https://myresearchpath.duke.edu/common-errors-proposal-development-and-how-avoid-them](https://myresearchpath.duke.edu/common-errors-proposal-development-and-how-avoid-them). If you have a moment, take a quick peek before the meeting. Send any advance questions for the ORA team to RQMP@duke.edu and they’ll do their best to address them during the presentation. They will also be happy to take questions during the Q&A session.

If you haven’t already, please register in advance for the Winter Roundtable using the following registration link: [https://duke.zoom.us/meeting/register/tJwldOqqrzsuGtRHdyWbBwil1_9xxm-upzip](https://duke.zoom.us/meeting/register/tJwldOqqrzsuGtRHdyWbBwil1_9xxm-upzip)

*NOTE: Attendance is not mandatory but we encourage RQOs and LRAs to attend if possible. A recording of the event will be made available afterwards for those who cannot attend.*

**SCAP Attestation Tracker**

See the attached workbook “SCAP Attestation Tracker 2022_01_04” for the current status of Science Culture and Accountability Plan (SCAP) attestations in your unit. As a reminder, all faculty and staff engaged in research are required to attest to the SCAP for the Department/Center/Institute of their primary affiliation in accordance with your unit’s SCAP Maintenance Plan. Please forward this information to the SCAP Tracker delegate(s) within your unit, if needed, so that they can inform researchers who are out of compliance within your unit to attest as soon as possible. Use this survey link for attestations: [http://bit.ly/SCAPattest2020](http://bit.ly/SCAPattest2020).

We have not hidden the personnel who have already attested to the SCAP; they will show with the date of their attestation in Column P. Personnel who have not yet attested will have a “No” listed in Column P. You may filter personnel by Department/Center/Institute using the filters on Column O. Let us know if you have any concerns or need assistance navigating the spreadsheet.

This tracker is using the January 4, 2022 RCR training required cohort as its source. **If the individual is NOT engaged in research or has left Duke**, please ensure they are exempted from the RCR Tracker that feeds the cohort for the SCAP Tracker. Complete the following steps to exempt an individual from the RCR Tracker. *NOTE: the RCR Tracker administrators for your unit should have the ability to exempt individuals that you feel should be exempted (i.e., not engaged in research or no longer working at Duke). If you do not have RCR Tracker administrator rights and/or have trouble exempting them within the system, please let the ASIST@duke.edu team know and they’ll be happy to help.*

- Search for the individual under the required section on the RCR tracker.
- When their name appears, click on the circle with a minus symbol next to their name.
- From there, provide a reason for their exemption, provide a note of why they are being exempted if you would like, and select the timeframe for how long the exemption should last (a maximum of 3 years).
We provide SCAP Tracker updates on a Quarterly basis. The next report will be sent in early April 2022.

Thank you!

-The RQMP Central Office
Dear Research Quality Teams,

We hope everyone had a safe and joyful holiday break. Many thanks again for the successful completion of the December 17th milestones. We have reviewed the SMART goals and plan to reach out to each RQT individually by the end of this week.

RQMP Winter Roundtable

The next RQMP quarterly Roundtable will be held NEXT MONDAY, January 10, 2022 from 10:00 to 11:30 AM. Laurianne Torres (Associate Dean, Research Administration) will be discussing common errors in grant submissions and proposal routing. This will be an open discussion forum so we look forward to hearing your thoughts!

Please register in advance for this meeting using the following registration link:
https://duke.zoom.us/meeting/register/tJwldOqqrzsutRHDyWbBwil1_9xxm-upzip

After registering, you will receive a confirmation email containing information about joining the meeting, including an option to “add to calendar.”

Please feel free to reach out to rqmp@duke.edu with any questions you may have.

-The RQMP Central Office