Models of Core Management and Administration: Perspectives from the Core Administrators Network

Organized by ABRF Core Administrators Network Coordinating Committee
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About the CAN-CC

CAN-CC = Core Administrator's Network – Coordinating Committee

- Established in Fall 2010
- Committee members:
  - Co-chairs Paula Turpen and Susan Meyn
  - Julie Auger, UCSF
  - Phil Hockberger, Northwestern University
  - Connie Nicklin, University of Florida ICBR
  - Diane Tabarini, Memorial Sloan Kettering

  EB liasons:
  - George Grills, Cornell University
  - Karen Jonscher, University of Colorado – Denver

Please feel free to stay following today's roundtable for more discussion and networking.

About the CAN-CC

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- Executive Board
- Who's Who in Facilities
- Affiliates and Chapters
- Committees
  - ABRF Award
  - Affiliates and Chapters
  - Career Development
  → **Core Administrators Network - Coordinating**
  - Corporate Advisory
  - Corporate Relations
  - Education
  - Finance and Investments
  - Membership
  - Nominations
  - Publications
  - Travel Award

Core Administrators Network - Coordinating Committee

| Current Members | Electronic Posters | Publications | Links | Membership History |

CAN-CC News:

The CAN-CC is developing a project to examine models of core administration and management with an eye toward creating a set of references, procedures and best practices that can help anyone engaged in core facility management and oversight. We have identified three Specific Aims to guide this project:

• Specific Aim 1: Develop a database of core administrators
• Specific Aim 2: Identify and describe core management model systems
• Specific Aim 3: Identify, collect and describe tools for core administration

The survey below is designed to gather information for Aim 1, and will inform our approach to the subsequent Aims. Your responses to these survey questions will form an excellent basis for our continuing efforts to increase the impact of and interaction among core administrators within ABRF. All survey results and reports will be made public at ABRF meetings and on the CAN-CC webpage. If you choose to provide your contact information at the end of the survey, you will be registered for a chance to win one (1) free registration to the ABRF 2012 annual meeting in Orlando, Florida (a $410 value).

Please take a few minutes to complete our survey: **CAN-CC Aim1 - New Survey**

CAN-CC will host a panel discussion at ABRF2012 in Orlando, on Tuesday (3/20), titled Models for Core Management and Administration: Perspectives from Members of the Core Administrators Network. We will also have a poster, so be sure to visit us during the poster session on Sunday evening (3/18). Click on the Meetings tab above for more details.

http://www.abrf.org/index.cfm/group.show/CoreAdministratorsCommittee.69.htm

Reginald W. Miller, DVM, DACLAM

Associate Dean for Research Resources

Mount Sinai School of Medicine

SRF Support

- Ideal: 70% recovery of direct costs

    30% school support (subsidy)

- School purchased or leases high end equipment.
    - Moving to "cost sharing" approach w/ Departments – PIs.

- Maintenance / Service contracts required for all major equipment

Shared Resources Structure

- Dean's SRF
  - Ongoing financial support from school
  - Advisory committee required
  - Must serve the larger research community

- Departmental Cores
  - No school financial support
  - Primarily serves departmental priorities
  - +/- compete with SRF.

- Institute Cores
  - Critical to Institute mission

MSSM Shared Resource Facilities Administrative Support

- Reports to Dean for Basic Sciences

- Associate Dean for Resource Resources (ADRR)

- Enhanced administrative support from the Dean's office.
  - Online Billing, HR, Annual Budget preparation
    - Kruti Mohan, Administrative Director
    - Joon Kim, Financial Analyst
    - Kirk Jones, Administrative Assistant

MSSM

MOUNT SINAI
SCHOOL OF
MEDICINE

SERVING SCIENCE AND SOCIETY

Veronica Rice, MBA

Administrator for OSUCCC Shared Resources

The James
Ohio State is a Comprehensive Cancer Center
designed by the National Cancer Institute

NCI
CCC

A Comprehensive Cancer
Center Designated by the
National Cancer Institute

Introduction

- Veronica Rice, MBA – Administrator for OSUCCC Shared Resources
  - Over 100+ cores on campus
    - Currently working with Office of Research to begin providing centralized oversight of cores across campus
  - Oversee a total of 22 core facilities through the OSUCCC
    - 16 are CCSG funded Shared Resources (2 are developing cores)
    - Remaining cores are funded (subsidized) with institutional support from COM, James Cancer Hospital, other departments

The Ohio State University Comprehensive Cancer Center – Arthur G. James Cancer Hospital and Richard J. Solove Research Institute

The James
Ohio State is a Comprehensive Cancer Center designated by the National Cancer Institute

NCI CCC
A Comprehensive Cancer Center Designated by the National Cancer Institute

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Karen Staehling
Stowers Institute

Introduction

About Me:

- Ph.D. trained scientist in Molecular Biology/Genetics
- Experience in academic and industry settings
- Founding member of MWACD
- Current Position: Head of Molecular Biology, Stowers Institute

About My Institute:

- Private non-profit research institute located in Kansas City
- Funded by the generosity of cancer survivors Jim and Virginia Stowers, founders of American Century
- 22 independent research programs, 2 Technology Centers (research & core component), 10 Research Support Facilities, 4 Research Advisors

About My Core(s)
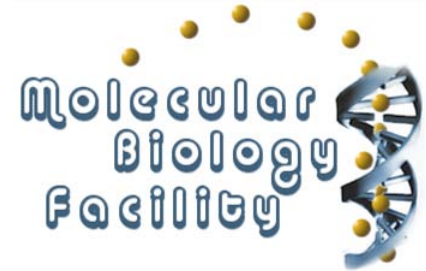
- 100% Institute Supported
- PIs are charged back for using services
- 100% devoted to internal efforts
- My Facility = 4 subcores headed by managers
  - Sequencing (Sanger and Next Gen)
  - Microarray/qPCR
  - Mutagenesis/Recombineering/Clone Collections
  - Automation

Panel Discussion

- Survey of core administrators conducted over the past year.
- Panelists were selected from survey respondents
- We asked them to provide more details about the core management issues most important to them, e.g.:

    - What are the tools, policies or mechanisms that have had a positive impact on each institution's core facilities?
    - What are the issues that continue to be pain points for each organization/institution when it comes to core facility management?

- General conclusions: there are many areas of shared utility and pain, but also some unique perspectives that may be useful for all of us.

Reg Miller's Top 3

Tools, Policies, Improvements

- Participation in local CAN group.
  - NYC and NorthEast Regional Core Directors
- Online billing.

- Centralized administrative management.

Pain points

- Lack of dedicated equipment acquisition funds.

- SRF personnel career development tracks.

- **Researcher awareness of resources.**

Reg Miller's Top 3

Tools, Policies, Improvements
- Participation in local CAN group.
  - NYC and NorthEast Regional Core Directors

Pain points
- Researcher awareness of resources.

Veronica Rices's Top 3

Tools, Policies, Improvements

- eRAMP – comprehensive billing/ordering/scheduling system.
- Service Level Agreements (SLAs).
- The James Cancer Hospital and Richard J. Solove Research Institute – provides a lot of financial and administrative support.

Pain points

- Staff Development/Career Track – How to develop staff within a chargeback facility.
- Lack of centralized oversight from Office of Research.
- Investigators don't want to pay for services.

Veronica Rices's Top 3

Tools, Policies, Improvements

- Service Level Agreements (SLAs).

Pain points

- Lack of centralized oversight from Office of Research

Karen Staehling's Top 4

Tools, Policies, Improvements

- Support of Core Facilities by Leadership (Scientific Director & CEO)
- LIMS with custom modules and in house development team
- Outsourcing as a way to gain access to a technology without investing in capital.
- Centralization of cores. Core heads report to the same person

Pain points

- Dangers of heavily subsidized cores
- Real Full Cost Accounting
- Clarifying Expectations
- Advertising and PR. Getting the word out.

Karen Staehling's Top 4

Tools, Policies, Improvements
• Outsourcing as a way to gain access to a technology without investing in capital.

Pain points
• Dangers of heavily subsidized cores

Questions?

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Please feel free to stay for more discussion and networking.

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Continue the conversation.
Join the CAN listserv: send a blank email to
list_join_CANCC@list.abrf.org