



# Research Management Business Transformation Program

## Research Committee Updates: April 2017

# Project Background

**8** major project streams underway, revitalizing processes, practices and systems across the entire research lifecycle

**Additional** sub-projects within each major project stream

Nearly **100** part-time volunteers on project teams



First project commenced in **November 2015**

Most recent project commenced in **August 2016**

Oversight provided by the **Office of the DVC(R)**

**All Faculties, Institutes and Schools**

represented across project teams and included in project engagement and implementation activities

# Project Achievements

**Developed LNR Human Ethics Faculty Model**

**Delivered stage 1 of the RHD Candidature Management System**

**Supported Implementation of the national HREA**

**Defined the user specifications for the new UQRMS**

**Developed an online Data Management Planning System**

**Redesigned the Animal Ethics Online Application Form**

**Created a new Library Guide – UQ Systems for Researchers**

**Managed the development of Guidelines for Research with Aboriginal and Torres Strait Islander Participants**

# 2017 Priorities

Research Management System

Candidature Management System

LNR Ethics Review Rollout

Integrated Research Data Management Planning

Animal Ethics Online Application Form Redesign



# 2017 Priorities

## UQ Research Management System

**Implement a replacement for the current RMS that delivers**

- enhanced digital research administration capability**
- integration with other key research systems**
- Improved project information visibility and reporting**

# 2017 Priorities

Candidature Management System

*Candidature  
Management  
Portal*

**NOW  
LIVE!**

# Project timeline

<b>Stage 1 - 31 January</b>	<b>Delivered</b>
	<ul style="list-style-type: none"><li>• HDR view in myUQ</li><li>• Request functionality for students as a simple online task request for the 4 highest volume processes in the Grad School (Request &amp; Return from Leave and Attainment &amp; Extension of Milestone)</li><li>• All other Candidature forms have been digitised so students can complete and lodge these in the same way and also view their status.</li><li>• Ability for Principal Advisors and PGCs to endorse requests (via a link in email or worklist for ease of management)</li><li>• The development of a WorkCentre for Grad School staff to assign and assess requests.</li><li>• The ability to run simple reports to enable staff to monitor and provide support as needed.</li></ul>
<b>Stage 2 - 6 May</b>	<b>In progress</b>
	<p>Candidature information viewable in myUQ including:</p> <ul style="list-style-type: none"><li>• Scholarship information</li><li>• Leave information</li><li>• Thesis Submission information</li></ul> <p>New requests available include:</p> <ul style="list-style-type: none"><li>• Thesis Submission</li><li>• Thesis Corrections Extension</li><li>• Nomination of Thesis Examiners</li><li>• Candidate Development Award</li><li>• Commencement</li><li>• Scholarship Notification</li><li>• Recommendation to Confer</li></ul> <p>Convert PDF requests to online including:</p> <ul style="list-style-type: none"><li>• Notification of Remote Status</li><li>• Withdrawal from Candidature</li><li>• Change of Academic Load</li><li>• Change of Research Project</li><li>• Change of Thesis Title</li></ul> <p>Staff able to initiate requests</p> <p>Improvements to Principal Advisor and PGC user interface:</p> <ul style="list-style-type: none"><li>• Simplifying "Update Request Tab"</li><li>• Include checkbox to endorse requests</li></ul> <p>Improvements to reporting functionality for enrolling unit staff to include:</p> <ul style="list-style-type: none"><li>• Information on date request submitted, who the request is currently assigned to, and when the request was assigned.</li></ul>
<b>Stages 3 &amp; 4 - May - November</b>	<b>Future work</b>
	<p>Convert all remaining pdf requests to online</p> <p>Improved business rules for online forms to enable data validation at time of request submission (more customised experience)</p> <p>Request workflow automation</p> <p>Increased functionality in myUQ for candidates including:</p> <ul style="list-style-type: none"><li>• Graphical interactive timeline</li><li>• My Portfolio for managing and recording professional and skills development activities</li></ul> <p>Increased access to information and functionality for advisors including:</p> <ul style="list-style-type: none"><li>• RHD advising dashboard with associated candidate requests requiring attention</li><li>• Integrated, interactive timeline</li></ul> <p>Thesis Examinations portal for managing interactions with thesis examiners</p> <p>Improvements to reporting functionality for enrolling unit staff to include:</p> <ul style="list-style-type: none"><li>• Performance information relating to average time to completion for requests</li><li>• Most common requests</li><li>• Request frequency over time</li></ul>



# Project timeline

<b>Stage 1 - 31 January</b>	<b>Delivered</b> <ul style="list-style-type: none"><li>• HDR view in myUQ</li><li>• Request functionality for students as a simple online task request for the Graduate School (Request &amp; Return from Leave and Attainment &amp; Extension of Milestone) to view their status.</li><li>• All other Candidature forms have been digitised so students can complete</li><li>• Ability for Principal Advisors and PGCs to endorse requests (via a 'Request')</li><li>• The development of a WorkCentre for Grad School staff to assist with requests</li><li>• The ability to run simple reports to enable staff to monitor</li></ul>
<b>Stage 2 - 6 May</b>	<b>In progress</b> <p>Candidature information viewable in myUQ including:</p> <ul style="list-style-type: none"><li>• Scholarship information</li><li>• Leave information</li><li>• Thesis Submission information</li></ul> <p>New requests available in myUQ:</p> <ul style="list-style-type: none"><li>• Thesis Submission</li><li>• Thesis Extension</li><li>• Milestone Extension</li><li>• Milestone Return</li></ul>
<b>Stages 3 &amp; 4 - May - November</b>	<p>and when the request was assigned.</p> <p>validation at time of request submission (more customised experience)</p> <p>updates including:</p> <ul style="list-style-type: none"><li>• Reporting and recording professional and skills development activities</li></ul> <p>Information and functionality for advisors including:</p> <ul style="list-style-type: none"><li>• Requesting dashboard with associated candidate requests requiring attention</li><li>• Integrated, interactive timeline</li></ul> <p>Thesis Examinations portal for managing interactions with thesis examiners</p> <p>Improvements to reporting functionality for enrolling unit staff to include:</p> <ul style="list-style-type: none"><li>• Performance information relating to average time to completion for requests</li><li>• Most common requests</li><li>• Request frequency over time</li></ul>



# 2017 Priorities

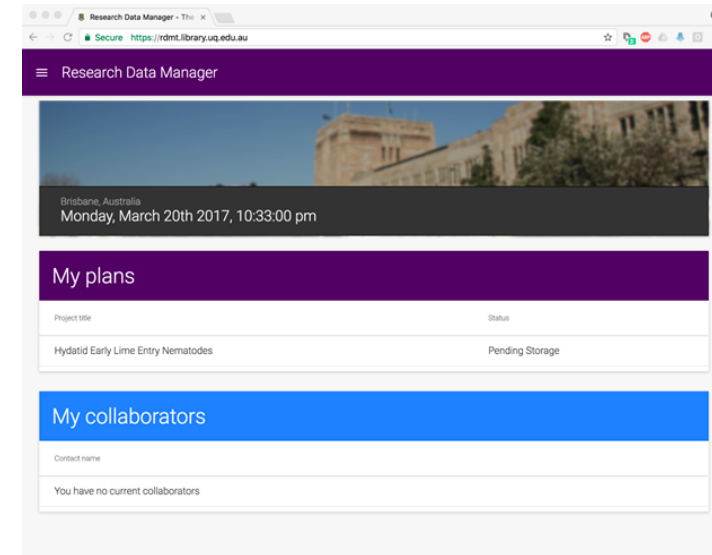
**LNR Ethics Review Rollout**

**Animal Ethics Online Application Form Redesign**

# 2017 Priorities

## Integrated Data Management Planning

**Helen Morgan**  
**Project Manager**



# Project Communication

- RMBT Website
- UQ Update
- UQRI Research Bulletin
- ADR/DDR meetings & updates
- UQRAN
- Research Committees

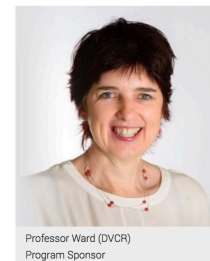
## Research Management Business Transformation Program

🏠 / Research support

2016 marked the beginning of a business transformation project designed to deliver a first-rate digital support system for researchers at UQ.

The first phase of the project has been undertaken by eight teams encompassing nearly 100 volunteers who have systematically identified and implemented new processes in a number of research support areas. These groups have also articulated a number of the design principles that will need to be embedded in future systems and workflows. Pilot rollout of systems and processes have been championed by the business owners of each area with the support of members of oDVCr.

In 2017, we will move to the next phase of this large project. This will involve detailed planning and documentation of the design requirements for an integrated research management system. Our goal is to complete this task by 1 July 2017. Contemporaneously we will continue training and process improvements so that UQ can extract maximum value from a new research management system.



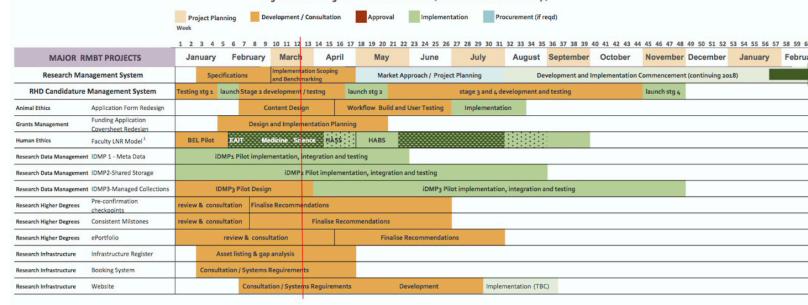
Professor Ward (DVCr)  
Program Sponsor

### Contact

For more information on the Research Management Business Transformation Program, contact [transformation@research.uq.edu.au](mailto:transformation@research.uq.edu.au)

For information on specific transformation projects, please contact the relevant Project Manager.

### Research Management Business Transformation Project Projected Project Timeframes (as at 20 March 2017)



Notes: 1. Faculty UoR implementation includes associated institutes. Faculty rollout shows relative start times and rollout overlap

[Click to view larger image](#)

Communication Projects



### Candidature Management Update

17 March 2017

Questions?