Office of Research and Creative Activity

The University of Nebraska at Omaha's Office of Research and Creative Activity (ORCA) serves as a focal point through which support for research, scholarship, public service, and creative activities is institutionally promoted, reviewed, and approved. ORCA assists with submission of proposals, negotiations of awards and other legal documents, and ensures compliance with applicable regulatory requirements.

Pre-Award Services Provided by ORCA

- Assist faculty, staff, and students in identifying potential funding opportunities
- Support project directors in all stages of proposal development, in particular, preparation of the official project budget
- Review proposals prior to submission to ensure compliance with sponsor guidelines and University policies, government regulations, and state laws
- Approve and submit official proposal to external sponsors as authorized by the University
- Provide reports of proposal submissions and grant/contract awards
- Provide ongoing, campus-wide training and guidance for staff and administrators

*All proposals must be routed through the Office of Research and Creative Activity (ORCA) for review, institutional approval, and submission to the sponsor.

Post-Award, Non-Financial Services Provided by ORCA

- Negotiate and accept awards from external sponsors on behalf of the University
- Negotiate and establish subrecipient agreements and assist in managing subawards
- Authorize Grants Accounting to establish the grant/contract account providing access to awarded funds
- Provide post-award, non-financial assistance in the management of awards (e.g., rebudgets, no cost extensions, changes in terms or project, communicates with sponsor as authorized organizational representative)
- Help promote research and creative activities by connecting faculty with University Communications
Responsibilities of Project Director:

- Notify ORCA of your proposal submission plans and any pertinent deadlines.
- Notify your chair/director and dean of your planned proposal submission. Request their direction regarding your units' requirements and timeline for ensuring their MavGrants approvals prior to proposal submission.
- If appropriate, discuss your proposal with the sponsor's Program Administrator prior to submission.
- Provide ORCA with links to sponsor guidance and work with ORCA in the development of your proposal budget.
- Enter proposal information into the MavGrants system. Complete the appropriate online forms and upload the required documents into MavGrants.
- Remind your other named senior/key personnel that they and their chairs/directors and deans will need to approve the MavGrants proposal in order for it to route through the respective campus units prior to submission. MavGrants routing has been established for the departments/schools and colleges and other non-academic units.
- To guarantee your proposal will be submitted on time, MavGrants routing and approvals should be completed at least **5 working days** prior to sponsor deadline.

Responsibilities of ORCA:

- Review the sponsor guidelines and discuss any questions or potential concerns with project director and review for eligibility, submission requirements, cost-share requirements, allowability of F&A, etc.
- Work with project director to prepare the official project budget.
- Manage administrative requirements of proposal, i.e., compliance, certifications/assurances, prepare budget in sponsor-specific format, institutional information, etc.
- When appropriate, contact collaborating institutions to provide or obtain required subaward documentation.
- Monitor MavGrants form's routing progress. Assist PI in completion of forms as needed.
- Review final proposals to ensure compliance with sponsor and university guidelines.
- Submit final proposals on behalf of the Board of Regents.
The Office of Research and Creative Activity is able to provide assistance in navigating the ever-changing regulatory environment in the following (but not limited to) areas:

**Export Control Regulations**

Assistance with international travel and license applications, foreign entry, foreign national/entity screenings, international shipping, and international visitor screenings. Review and approval of projects that involve ITAR, EAR, and OFAC controlled information, technology, software, chemical and biological material, foreign national, or publication restrictions. Technology control plans for export controlled projects. Export control compliance on-line training courses.

**Research Integrity**

Handles reports and investigates allegations of research misconduct (falsification, fabrication, plagiarism) regardless of whether or not the funding source is involved. Research misconduct DOES NOT include honest errors, differences of opinion, or authorship disputes.

**Responsible Conduct of Research (RCR)**

Training to educate undergraduates, graduates, faculty, trainees, fellows, and postdocs regarding the ethical conduct of research. Training is required for those receiving NIH, NSF, or USDA-NIFA funds. We offer a convenient on-line training course to help keep your project compliant.

**Conflict of Interest**

Review and approval of conflicts of interest involving financial, commitment, or reciprocity related to research. Some conflicts may need to be reviewed by the Conflict of Interest Committee, who will create a management plan.

**Institutional Boards**

UNMC provides UNO Institutional Review Boards, IRB, IACUC, and IBC. The Research Compliance Officer; located in the Office of Research and Creative Activity, is UNO’s liaison to UNMC Institutional Review Boards. We can provide assistance with completing the on-line application forms, registering, or navigating the internal processes at UNMC. We host training opportunities for the submission and review process to the IRB.
Center for Faculty Excellence

offers workshops, resources, and connections to campus units
in support of faculty success

Specific Supports for Research & Creative Activity

- Communities of Practice
- Grant Opportunities through the University Committee for the Advancement of Teaching (UCAT)
- Qualtrics (survey platform)
- Other Campus Unit Connections
  - Interdisciplinary Research Commons (ASH 304)
  - Criss Library Research & Instruction (Katie Bishop, Director)
Center for Faculty Excellence

Web Site
facultysupport.unomaha.edu

Calendar of Events
facultysupport.unomaha.edu/calendar

Mailing List
goo.gl/fqzvwQ

Faculty Online Modules
(Available on Canvas)
https://unomaha.instructure.com/courses/6065

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Office of Regulatory Affairs

INSTITUTIONAL REVIEW BOARD (IRB)

&

INSTITUTIONAL ANIMAL CARE AND USE COMMITTEE (IACUC)
IRB

The University of Nebraska Medical Center (UNMC) IRB was established to assure the protection of all human subjects in research projects conducted by anyone on the premises of UNMC, Nebraska Medicine, Nebraska Medicine - Bellevue, Children’s Hospital & Medical Center (CH&MC), and the University of Nebraska at Omaha (UNO). In addition, the IRB has oversight for all research that is conducted elsewhere by faculty, students, staff, or other representatives of these institutions.

The IRB also serves to facilitate valuable human subject research, as well as, protect the investigator and the institutions through a comprehensive review process. All human subject research projects must be reviewed and approved by the IRB prior to initiation and then conducted in full compliance with the federal regulations and institutional policies.

IACUC

The primary function of the IACUC is to assist our faculty, students and staff in upholding UNMC and UNO’s determination to assure the finest care and most humane utilization of our laboratory animals. To this end, every research, testing and teaching project involving the use of a live vertebrate animal must be reviewed and approved by the IACUC prior to initiation.

The IACUC, therefore, shares with the investigator the responsibility for the ethical decisions made regarding care and use of animals. The investigator, however, assumes the principal responsibility, and it is the investigator as well as the other personnel involved in the care and use of animals that ultimately assures the fulfillment of the institutional commitment to the values established by federal agencies and the continuance of animal-based research at UNMC and UNO.
UNMC OFFICE OF REGULATORY AFFAIRS
INSTITUTIONAL REVIEW BOARD (IRB) CONTACT LIST

THE MAIN OFFICE
- Internet: www.unmc.edu/irb
- Email: IRBORA@unmc.edu
- Call: (402) 559-6463
- Visit: Academic & Research Services Bldg (located on the SW corner of 42nd and Emile, 3rd Floor)

ELECTRONIC IRB SUBMISSION SYSTEM (RESEARCH SUPPORT SYSTEM OR “RSS”)
- https://net.unmc.edu/rss

IRB LEADERSHIP
- Institutional Official: Chris Kratochvil, MD  Associate Vice Chancellor of Clinical Research
- IRB Executive Chair: Bruce G. Gordon, MD, Assistant Vice Chancellor of Regulatory Affairs
- Adult IRB Vice Chairs
  - Wes Zeger, DO  Joe Brown, PhD  Nick Markin, MD
- Joint Pediatric IRB Vice Chairs
  - Andrew MacFayden, MD  Sheilah Snyder, MD  Suzanne Haney, MD
UNeMed Mission: To Foster and Commercialize Innovation

- Transfer technology & knowledge to the commercial sector where it can have the greatest potential to positively affect healthcare.
- Derive economic benefit that can be used to further advance research at the University of Nebraska
- Increase the amount of corporate research relationships at the University of Nebraska
- Local Economic Development
- Service/resource for faculty

Technology Transfer is the process of transferring advances in knowledge from research laboratories to the commercial sector in order to develop and market useful products.
Technology Commercialization Process

Inventions  IP Protection  Marketing  Licensing  Economic Impact
1. Invention Disclosure

Review by Licensing Associate(s)

Meet with Faculty Inventor(s)

Additional Data Required

Science and Technology Advisory Committee

2. Evaluation

Meet with Inventor(s) to discuss evaluation results

Patentability and Marketability Evaluation

Invention Review Committee

3. Protection

1. Patent (provisional or non-provisional utility)
2. Copyright or Trademark
3. Market as Material

4. Marketing

1. UNeMed Website
2. External websites
3. Inventor contacts
4. UNeMed contacts
5. MedTrack Database
6. Frost and Sullivan
7. Other

5. Commercialization

License to New Company or Existing Company
- Exclusive
- Exclusive – Field Specific
- Non-Exclusive
- Option

Begin Marketing Invention via CDA

No Protection Encourage Publication
UNeMed Goals

- Reward, retain, and recruit faculty
- Education
- Income
- Create Industrial Collaborations
- Economic growth
- Technology Development
- Transfer Research for Public Use
- Compliance with Federal Law
Why do Universities Participate in Technology Transfer?

- **Make an Impact**
  Commercialization of University research can positively effect people’s lives.

- **Generate New Funding**
  A successful invention can prompt the industry licensee to fund additional research at the University for years to come.

- **Reward Yourself**
  Commercialized inventions may result in royalty payments for inventors and the University.

- **Fulfill Requirements**
  Sponsored research agreements, foundation and federal grants usually require disclosure of new inventions to the sponsor or grantee.
What Should You Talk to UNeMed About?

- Any new discovery which may be useful to industry
  - New Inventions
  - Software
  - Devices
  - Unique Materials
- Any Agreement you are given to receive Materials or Information
- If a company approaches you about your research
- If you’re interested in starting a company
- If you have any questions regarding intellectual property, technology development, marketing or licensing
UNeMed Messages

- **Anybody** can be an inventor
- The need for innovation great and the market for new technology is large
- You can create new technologies contribute to research growth at UNMC and UNO
- UNeMed has the expertise
- The Proceeds Distribution Policy can generate significant returns for University inventors
Our Mutual Goals

You are our best advocates

We thank you for recommending the Writing Center to students who are invested in their writing projects.
Like you, the Writing Center maintains a student-centered focus. Our mission is not to proofread or to create perfect papers but to help students become effective, independent writers.

Here are some additional ways you can assist us and your student writers:

- **Encourage all students to visit the center** for individual consultations at any stage of the writing process.

- **Include Writing Center information on your syllabus.** (A sample paragraph is available [here](#).)

- **Schedule a Writing Center orientation** for your class. You may schedule a 20 minute orientation in the Writing Center, or a consultant can visit your classroom. To schedule, please fill out our Orientation Request Form [here](#).

- **Request consultation reports.** If you would like to be informed of your students' progress, remind them to request a report. Due to privacy issues, we cannot send a report to faculty unless the student consents. If a report does not show up in your UNO email within two business days, first check your spam quarantine, then notify the director.

If you have questions or concerns about a Writing Center consultation, contact the Writing Center Director, Travis Adams.

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**Writing Center Boilerplate Paragraph for Faculty Syllabi**

Feel free to copy and paste the text below into your syllabi:

The UNO Writing Center offers free one-on-one consultations with trained consultants to all students, faculty, and staff. Their goal is to help writers improve their writing skills and confidence in all types of writing, in all subject areas, and at all stages of the writing process. For more information about their hours and locations or to schedule an appointment, go to writingcenter.unomaha.edu or visit them at their main location in Arts and Sciences Hall, Room 150.
WHAT IS DigitalCommons@UNO?

DigitalCommons@UNO is an open access showcase of your scholarly work. This digital platform increases the impact & exposure of research produced by the UNO community by making materials globally available without restrictions or fees.

DigitalCommons@UNO allows individuals to:

- Enhance their CV through demonstrating their scholarship’s value, discoverability & relevance.
- Influence innovation through increased collaboration opportunities with individuals, institutions & industry.
- Manage, preserve & create an online presence that enhances impact.

DigitalCommons@UNO enables the university to:

- Enhance community engagement through making research available publically.
- Provide convenient, digital resources for an international student body.
- Demonstrate the relevance of their scholarly output.

WHAT IS SelectedWorks?

SelectedWorks, a DigitalCommons@UNO component, is our web based service for individual faculty pages. Individual SelectedWorks profiles highlight publications, creative works, performances & other CV content. https://digitalcommons.unomaha.edu/sw_gallery.html

WHAT IS THE OPEN ACCESS FUND?

Criss Library has established a fund to support UNO authors publishing open access articles. Open access in research provides free, unrestricted access to scholarly works allowing for increased dissemination of ideas. For details & to apply for funding, go to http://libguides.unomaha.edu/openaccess/oafund.

Criss Library is Here to Help. Contact:
Kate Ehrig-Page
Institutional Repository Coordinator
UNODigitalCommons@unomaha.edu

DIGITALCOMMONS@UNO: A SHOWCASE FOR SCHOLARSHIP