



ECB/QVR Steering Committee

Electronic Council Book–Query/View/Reporting System Steering Committee

Date: Wednesday, February 9, 2005

Time: 10:00 a.m.–Noon

Location: Fernwood Bldg., Rm 3D-18

Advocate: Pete Morton

Chair: Thor Fjellstedt

Next Meeting: March 2, Wed., 10:00 a.m.–Noon, Fernwood Building, Room 3D-18

Action items

1. (Cathy Buckley, Don Tiedemann, Heather Allison) Create check boxes in Special Select or Study Codes section to allow user to query for applications that have Human Subjects, Animal Subjects and other categories. Also provide a list button for displaying all categories.
2. (Thor Fjellstedt) Ask Tim Twomey if the modular flag indicator can be turned off in the IMPAC II database if an application that came in as modular was not awarded as modular.
3. (Earl Hodgkins) Ask budget officers group and budget users group if they would like a feature that would let them know when a minority supplement exists in a grant's cohort year.
4. (Earl Hodgkins) Ask the budget officers group and the Budget Users Group if they would like a feature specifying the last out year of a grant.
5. (Don Tiedemann) Create a person download of roster addresses for FedEx labeling.
6. (QVR Team) Put additional search parameters on History Search.
7. (All) Email suggestions to QVR team on specific items for a History Search.
8. (Cathy Buckley) Lift 10,000 item limit on Custom download
9. (Heather Allison) List start and end date of review meeting; list types of meetings
10. (Thor Fjellstedt) Send note to listserv asking them to send in any items they would like as a downloadable item
11. (Don Tiedemann) Explore creating the feature of selecting applications received between two dates.

Special Selects Section

Thor Fjellstedt asked the group if it would be useful to combine the Special Selects section and Study Codes section in QVR because the two sections had similar groupings. For example, The Special Selects section had Human Subject concerns and Gender concerns, while the Study Code section had Human Subject Codes and Gender Codes. Teresa Lindquist said she would like to see

check boxes indicating yes or no for Human Subjects similar to the check boxes in place for Stem Cells Used. Such a feature would alleviate the manual drudgery involved in physically entering just about every Human Subject code to return applications containing human subjects. Rick Ikeda noted that a user would still need a box to enter a code. He said that two simple queries would make for a simpler interface —Which of ours are Human Subjects? Which of ours are Animal Subjects? Cathy Buckley and Don Tiedemann suggested adding yes/no check boxes to the bottom section (Study Codes) and having the user select from a list button. Thor suggested adding more categories such as gender studies, children studies and minorities to satisfy broader user needs. Thor stated that once this feature was created in the test area, users could check it out.

Action: (Cathy Buckley, Don Tiedemann, Heather Allison) Create check boxes in Study Codes section to allow user to query for Human Subjects, Animal Subjects and other categories, and also add a list button.

Cohorts Column

Modular grant cohort—Thor stated that a new feature is available in QVR that allows the user to identify a modular grant application even in the out years. Currently, a modular application —a grant application seeking less than \$250,000 per year— can be identified only in the first year when it comes in; the application is not identified in the subsequent years of its lifetime. Now a modular grant cohort tag (cohort means grouping of things associated in some way) has been added to an application to indicate in its non-competing years that it initially came in as a modular application. However, users should be cautioned that not all grants that come in as modular are awarded as modular. Thor stated that he would ask Tim Twomey if the modular flag indicator can be turned off in the IMPAC II database if an application that came in as modular was not awarded as modular.

Action: (Thor Fjellstedt) Thor stated that he would ask Tim Twomey if the modular flag indicator can be turned off in the IMPAC II database if an application that came in as modular was not awarded as modular.

Minority supplement cohort—Thor also wondered if users would like any other items other than modular grant cohorts to be identified as a cohort item. For instance, minority supplements can be added any time in a project (these are additional funds provided to existing grants to promote diversity in science). However, subsequently, the supplement is rolled into the parent project and there is no indicator to let a user know that the minority supplement exists. Cohort functionality in minority supplements will tell a user that somewhere in the supplement there is a minority supplement. Anne Connors noted that one can find minority supplements by CANs (Common Account Number or the I.D. number of the specific IC to be charged for the acquisition of supplies, services or equipment). However, Earl Hodgkins noted that while some ICs use CAN numbers, it is not a universal practice. He said he would check with the Budget Officers group and the Budget Users Group. Thor stated that while he wanted to be careful, he also wanted to give users a tool that would narrow their universe of records.

Last year of grant—Cathy Buckley asked if it would be useful for a user to know the last out year of a grant. Earl Hodgkins said such a feature would be very useful for the budget community in knowing how many grants are terminating and gauging the potential for renewals. Earl said he would check with the budget officers group and the Budget Users Group.

Action: (Earl Hodgkins) Ask budget officers group and Budget Users Group whether they would like a feature that would let them know if a minority supplement exists in a grant

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Additional features for Person Search

FedEx labels—Tom Tatham requested that QVR offers roster addresses from the person download as a downloadable item for FedEx desktop for a pilot project in labels. The Center for Scientific Review has to send many items by FedEx to reviewers and other people and the agency would like to use FedEx web-hosted software for the purpose. Allowing a custom download of roster addresses would make it simpler for Division of Extramural Activities Support (DEAS) employees to affix labels. One could specify a meeting in QVR's Person Search and get a list. Tom noted there would be occasions when individual reviewers are also mailed supplemental material. Don Tiedemann expressed some concern that if the committee data was not entered right, some names may be excluded from the downloaded list. Tom stated that the DEAS employee will give the Scientific Review Administrator a printed copy of the roster to check if the list is complete.

Action: (Don Tiedemann) Create a custom download of roster addresses for FedEx labeling.

Additional features for History Search

Thor Fjellstedt noted that he had received a few emails asking for a custom download in the History Search. However, one problem in offering a custom download in history is that there are fewer and fewer items in the IMPAC II database as you go back further. Teresa Lindquist said that she liked the history search but would find it immensely helpful if the search parameters were narrowed so that the search query did not return a ton of applications. She cited "search by human subject applications only" as an example. Thor urged QVR users to email suggestions of specific items on which they would like a search to the QVR team.

Tom said he routinely runs into situations where he needs to download more than the limit of 10,000 items. For instance, he sometimes needs all 20,000 to 25,000 applications CSR reviewed in a round or a maximum of all competing 80,000 applications in NIH in a year. Cathy stated that they could lift the download limit of 10,000 as long as the user does not generate a hitlist and simply asks for a standard report or the custom download.

Action: (QVR team) Put additional search parameters on History Search

Action: (All) Email suggestions to the QVR team on specific items for a History Search

Action: (Cathy Buckley) Lift 10,000 item limit on download

Additional download items

Thor Fjellstedt noted that one user had asked for the duration of a review meeting as a downloadable item. Don Tiedemann noted that he could list the start and end date of the meeting. Tom Tatham suggested that listing the type of meeting – i.e. teleconference, videoconference, site visit, and reverse site visit will be helpful.

Action: (Don Tiedemann) List start and end date of review meeting; list types of meetings

Action: (Thor Fjellstedt) Send note to listserv asking them to send in any items they would like as a downloadable item

Status of DataMart

Thor Fjellstedt noted that a test version of the DataMart is available to look at. It does not yet have the Just-in-time data element or components of the electronic application requested by the QVR team. The team noted that while the DataMart has great potential for QVR down the road, it is still a long way off from being useful for QVR to mine. Thor said that the team will continue to pursue the items they need.

Co-PI

A change in federal policy now allows research projects to have more than one Principal Investigator. Universities have pushed for this policy change, contending that it is unfair that if there are two strong PIs on a project, only one is listed on the research grant. Thor stated that this change has implications down the road and he needs to talk to eRA about how this policy change will be handled in the IMPAC II database. Rick Ikeda noted that an Office of Extramural Research committee is debating the co-PI issue,

NIH Roadmap

Thor said he attended two budget meetings regarding NIH Roadmap. Andy Baldus, assistant director of the NIH Budget Office, has been charged with coming up with a different way of handling CANs for Roadmap, but the change will probably not be implemented for 2005. Thor noted that the Roadmap budget had doubled from last year and a lot of applications will be coming in this year.

CIT/Altum IC specific data

Thor stated that the Center for Information Technology (CIT)/Altum project to create IC specific data is moving along. CIT is working on creating a prototype of a database one can access through QVR to retrieve data specific to an IC. Currently, CIT is working with two ICs — Fogarty International Center and the National Center for Complementary and Alternative Medicine (NCCAM) to develop a prototype for scientific indexing of grants with the help of Altum, a Reston, Va. Company. Thor said that this prototype is not going to be reserved for those working exclusively with Altum; it will be available to other ICs. Cathy said that the data structure of the prototype is quite generic, so anyone can take the database design and use it. Don said a prototype of how QVR is going to use the Altum data will probably be ready by the next ECB/QVR meeting in March.

Feedback on QVR Enhancements

- **Custom download** – Thor asked for feedback on the Excel Original, Excel New and ".CSV" (Comma Separated Values) downloads. The group said that the new

Excel format could not be downloaded into an Access program. Don said he had encountered the same problem and was looking into it. The group said that the “.CSV” download is appreciated by all.

- **Abstract Extraction from scanned applications** – A group member noted that abstract extraction is a tremendously useful tool.
- **eCGAP** – A dropdown in the Review Program section lets a user look at all the electronic images. Teresa asked if the team could create for users the capability of selecting applications received between two dates. Don said that he would explore the idea.

Action (Don Tiedemann) Explore creating capability of selecting applications received between two dates.

Table Talk

Goodbye—Thor Fjellstedt bid farewell to Manju Subramanya, the eRA Communications Branch writer responsible for taking the meeting minutes, at her last ECB/QVR meeting. He described her as a “high fidelity reporter” and thanked her for a wonderful job. Manju will move on to other writing responsibilities within eRA and a new eRA writer, Steven Paugh, will be taking the ECB/QVR meeting minutes from March 2005 onwards.

ECB/QVR and Related Training Classes

- 730 **Introduction to the QVR System**, March 1, 1 p.m. to 4 p.m., Natcher Balcony A
- 733A **Intermediate QVR Training**, April 28, 1 p.m. to 4 p.m., Fernwood Classroom
- 733B **Intermediate QVR Training**, April 29, 9 a.m. to noon, Fernwood Classroom
- 734A **Advanced QVR Training**, May 4, 1 p.m. to 4 p.m., Fernwood Classroom
- 734B **Advanced QVR Training**, June 1, 1 p.m. to 4 p.m., Fernwood Classroom
- 729 **Understanding the Grants Process**, May 2, 1 p.m. to 4 p.m., Natcher Balcony A

Go to either the CIT Home page (<http://www.cit.nih.gov/home.asp>) or the QVR Information page (<http://qvr.cit.nih.gov/qvrhelpdocs/index.htm>) to register for these classes.

Attendance

Allison, Heather (CIT)	Geddes, Lorena (NIGMS)	Peng, Lisa (NIDCR)
Buckley, Cathy (CIT)	Husain, Asif (NIDCD/Altum)	Poma, Shelly (NIMH)
Connors, Anne (NIAMS)	Hodgkins, Earl (CIT)	Schultz, Sue (NIMH)
Delcore, Sandy (NICHD)	Ikeda, Rick (NIGMS)	Subramanya, Manju (PCOB/OD)
Fischetti, Greg (NCI)	Lindquist, Teresa (CSR)	Tiedemann, Don (CIT)
Fjellstedt, Thor (CIT)	Noronha, Jean (NIMH)	