eRA Project Team Meeting Minutes

Date: Tuesday, June 14, 2005
Time: 9:00–10:00 a.m.
Location: Rockledge 1, 5th floor conference room
Chair: Scarlett Gibb (in Izja Lederhendler's absence)

Next Meeting: Tuesday, June 28, 9:00 a.m., Rockledge 1, 5th floor conference room

Action item

1. (Scarlett Gibb) Arrange to have release notes on Animal Subject Code changes sent out to the Project Team group.

Presentations

- [Public Access](#)

Public Access

Timothy C. Hays
[Public Access presentation](#)
Overview—Timothy Hays gave an overview of NIH's Public Access policy that was announced in February and implemented on May 2. The policy is designed to enhance the public's access to archived publications resulting from NIH funded research. The policy encourages authors of scientific papers to submit their papers through the NIH manuscript submission system to the NIH National Library of Medicine's PubMed Central (PMC), at the same time they are sent to the publisher. The author can specify a time when he or she would like the paper to be released to the public — immediately upon publication in a journal or up to 12 months after the date of publication. The paper sits in PMC until the author-specified release date. This policy applies to original peer-reviewed research publications that have been supported in whole or in part by direct costs from NIH — such as grants, career awards, contracts, Ruth Kirschstein National Research Service Awards, etc. The paper needs to be from a currently funded project or from a previous grant, as long as it is accepted for publication after May 2, 2005. Tim explained that part of the reason for narrowing the field of submissions was that they were concerned that they would be inundated by hundreds of old documents; in addition, on older documents, many copyright agreements forbid posting of these papers.

Objectives— The Public Access policy has three objectives:

- ❑ To have one central archive for NIH-funded research, instead of depending on various non-governmental websites to make the papers available.
- ❑ To enable scientists to mine this valuable scientific data by using data-mining tools available on PubMed Central and to better manage NIH's considerable investment in research.
- ❑ To allow more public access to NIH funded research.

Benefits to researchers— One major benefit to researchers is that beginning August 1, 2005, the paper submission to the manuscript submission system will be integrated with the electronic

Streamlined Noncompeting Award Process (eSNAP or a simplified process to ensure continued funding of the grant). eSNAP submitters are required to submit copies of papers resulting from NIH research; with the integration, these papers will automatically show up in the eSNAP system and the eSNAP submitter will be able to check mark the relevant papers. Having the papers in PubMed Central will also increase their visibility and enhance the chances of these papers being cited in other research.

eRA's role in Public Access—Authors visiting the NIH Manuscript Submission system webpage (http://nihms.nih.gov/) are required to log in to the NIHMS system through eRA Commons, which validates their accounts. Those outside NIH are required to have a Commons account. There are two ways to log in:

❑ Login using their NIH Commons user ID and password.
❑ If the user does not have a NIH Commons User ID or password, they will click on the "Create new account" link, provide minimal information to get an unaffiliated account. This account will only give the user access to the NIH Manuscript Submission System. However, if the user affiliates his or her account with a grantee institution, the user will be able to take advantage of the other benefits offered by Commons.

Third party submissions, from a library, the publisher or an assistant, for instance, will be allowed starting July 6, 2005.

Process for submitting manuscript—Tim noted that the process of uploading a manuscript is relatively short, taking on average about three to seven minutes. He walked the group through the process, while displaying the various screens that a user encounters. Any queries from the public regarding the manuscript submission will be addressed by the NLM HelpDesk, and questions related to the log in process will be handled by the eRA HelpDesk. Tim noted that if submissions are at 100 percent, the system anticipates 60,000 papers to be submitted every year.

Discussion: Eileen Bradley asked how NIH will verify that the paper submitted has been peer-reviewed. Tim replied that NIH does not grant the public access to the paper until it has been published by a peer-reviewed journal which NLM validates. When possible, the paper will have a link to the journal or PMC will post the journal's version on PMC.

A member asked how NIH would know if the paper being submitted has been accepted for publication. Tim noted that a system is in place to check when the document is published, by comparing the submitted document to the one published by the journal. Since the paper will not be released to the public until it is published, confirming that it has been accepted to the journal prior to publication is not a major factor. After the initial manuscript upload, the paper will be available internally only to the Project Officer.

Janna Wehrle asked if the paper had to be submitted in PDF format. Tim noted that the paper would be accepted in the same format that it is sent to the journal, whether it is as a Word document, as a .GIF file, etc. The National Library of Medicine has contractors who format the paper. Janna asked if the paper is ultimately replaced with the version that is published in the journal. Tim noted that if the publisher would like to place their version in PubMed Central, it will be done, although the original author's version will also remain. The publisher's version, however, will be the first to appear during a PMC search.

Tom Tatham asked if a person with a provisional account shows up in the Internet Assisted Review (IAR) module as having a Commons account, what the implications are for Scientific

Review Administrators. Tracy Soto noted that the provisional/unaffiliated account will be treated in IAR like any other Commons account. Tom noted that in that case, that person can be activated to serve as a reviewer. Eileen expressed some concern that multiple accounts are not created unnecessarily. Tim noted that this issue has been discussed previously within eRA and methods for reducing the multiple account issue are being considered.

Animal Subject Code changes

Scarlett Gibb

Scarlett said that eRA is hoping to deploy Animal Subject Code changes on June 24. The release notes will be posted prior to that date. A presentation is scheduled before the Grants Management Advisory Committee (GMAC) tomorrow (June 15). Any questions about policy should be addressed to Carol Wigglesworth. Scarlett noted that the codes in the system will change, but the summary statement will not have the changes on them. So for the current round, review staff has been informed of the summary statement discrepancies. The Animal Subject codes were modified to bring them in line with existing Human Subject codes.

Scarlett said she will arrange to have the release notes sent out to the group. Alerts will be sent out this week.

> **Action: Scarlett Gibb (Arrange to have release notes on Animal Subject Code changes sent out to the Project Team group)**

Update on J2EE Conversion

Tracy Soto

Tracy noted that the J2EE conversion is proceeding on schedule and the Project Team was updated on the timetable at its May 24 meeting. The plan is to shut down the client server applications eight weeks after the J2EE version has undergone acceptance testing. For instance, if ICO passes acceptance testing in mid-July, the client-server application will be shut down in mid September.

- ❑ Tracy noted that Peer Review begins integration testing on June 21. Approximately 40 users have volunteered to test Peer Review. User testing onsite at Rockledge will take place from June 27 to June 30. It is slated to go into production pilot in the mid-to-end July/early August time frame. Volunteers for testing or piloting Peer Review are still being accepted. Contact Mark Siegert for information.
- ❑ Both ICO and Committee Management are currently undergoing integration testing and user testing is also underway. Volunteers for testing or piloting Committee Management are still being accepted; contact Sophonia Simms for information. Volunteers for testing or piloting ICO are still being accepted; contact Tracy Soto for information.

Discussion: A member asked if a date had been finalized for shutting off the Grants Management client-server versions. Tracy replied that a date had not been set; eRA is looking into some issues with the GM J2EE versions. She also noted that the end of the fiscal year will come into play in any decision. GM is widely used between July and October 1; hence the client server GM cannot be shut down until the end of the federal fiscal year (ending September 30).

Attendees

Boyce, Tom (OD)

Bradley, Eileen (CSR)

Connelly, Vance (Blueprint Technologies)

Cox, Michael (OER)

Cummins, Sheri (LTS/OERRM)

Diggs, Lana (OERRM)

Dutcher, Sylvia (Mitretek/OERRM)

Evans, Brian (IBM)

Faenson, Inna (OER/OERRM)

Falls, Rick (SAIC)

Gibb, Scarlett (OER/OERRM)

Goodman, Mike (OER/OERRM)

Hahn, Marcia (OER/OPERA)

Hays, Timothy (OD)

Horton, Marcia (HRSA)

Jordan, Craig (NIH/NIDCD)

Lagas, Robert (Lagas Associates/OERRM)

Leahy, Tim (MSD)

Lynch, Peggy (IBM/OERRM)

Masood, Khalid (OER)

Moyer, Skip (AHRQ)

Patel, Kalpesh (Ekagra)

Porter, Yvette (OD)

Salata, Kalman (CSR)

Seppala, Sandy (LTS/OERRM)

Soto, Tracy (OERRM)

Subramanya, Manju (LTS/OERRM)

Tucker, Jim (OER)

Wehrle. Janna (NIGMS)

Zhen, Changqing (IBM)