



## ECB/QVR Steering Committee

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

Date: Wednesday, October 1, 2003  
Time: 10:00 a.m.–Noon  
Location: Fernwood Bldg., Rm 3D-18 (upper level)  
Chair: Carolyn McHale

**Next Meeting: Nov. 5, Wed., 10: a.m.–Noon, Fernwood Building, Room 3D-18.**

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### Action Items

1. (Thor Fjellstedt) Compile and distribute a list of people/ICs interviewed for the coding-system analysis. Invite ECB/QVR Steering Committee members to the interviews.

### Password Policy

Paul Jordan said that he had submitted a proposed password policy for Council member user accounts to Tracy Soto, who is the eRA analyst responsible for the password policy. The new eRA System password policy will be implemented in the November release. The eRA System policy was distributed to the IMPAC II Technical Coordinators by Steve Hughes and is available on the eRA Web site: [http://era.nih.gov/docs/eRA\\_Password\\_Policy.pdf](http://era.nih.gov/docs/eRA_Password_Policy.pdf). The primary thrust of the proposal focuses on the issue of password aging and control. Council Members only can access the ECB Council version for the three council periods each year. Their accounts are highly restricted. Council members are highly regarded professionals in their scientific field and perform a vital function for the NIH by helping to direct the funding priorities of extramural research programs. Their services are voluntary and intermittent. Their accounts are used only a few times every few months. There are long periods of time when their accounts are not used (in excess of two months) and their passwords are frequently forgotten.

The proposal asks that most of the password policy remain the same but with a few exceptions, including:

- Passwords would have expiration dates that coincide with the current council periods as defined in the ECB
- IC staff would continue to be responsible for creating and maintaining Council member accounts and passwords
- IC staff would notify Council members of their passwords by telephone only
- Council account passwords would not expire, lock or be deleted due to not being used (they are infrequently used accounts)

Paul said that he had submitted this proposal to Tracy Soto and had not yet had a response.

Regarding the QVR, all eRA System password policies apply to QVR users. Don Tiedemann suggested that they may add a page in the QVR that allows users to update their eRA System password.

## **Training**

There will be three levels of QVR training classes this Fall. The Advanced class will emphasize Excel PivotTables. The QVR Web site has more information and links for registration. The class schedule is as follows:

- October 8, Wednesday, 1:30–4:00, Introduction to QVR
- October 9, Thursday, 1:30–4:00, Intermediate QVR
- October 29, Wednesday, 1:30–4:00, Advanced QVR
- October 30, Thursday, 1:30–4:00, Introduction to QVR
- November 4, Tuesday, 1:30–4:00, Intermediate QVR
- December 2, Tuesday, 1:30–4:00, Advanced QVR

## **QVR System**

Earl Hodgkins said that he had been providing outreach and training to Budget Officers and to some Grants Management staff. They were positive in their response to the QVR reports now available to them. The discrepancy report has been particularly useful. Earl said that there were very few errors in the comparison of eRA System (formerly called IMPAC II) data and Central Accounting System (CAS) data. Of the few errors found, most were attributed to incorrect suffixes or other data-entry errors. Earl said the discrepancy report provides the first instance of “pure” accounting data put next to eRA System data, and the comparison is very useful.

## **Performance Issues**

Don Tiedemann asked the group if they continue to experience performance slowdowns. The group responded that, compared to two weeks ago, queries and downloads have been performing well. Don said that he has continued to see intermittent slowdowns.

It was noted that when there is a large download, there is no message saying that the data is downloading and to wait. Often, the user isn’t sure whether or not the download is taking place or if the computer has frozen.

## **Competing Grants**

Cathy Buckley raised the issue of business rules for Type 7 grants. The Budget business rules differ from the eRA System business regarding the definition of a competing grant. Cathy agreed to add two buttons so that the user can check whether Budget-defined competing grants or eRA System-defined competing grants are needed in the query.

## QVR Screen

There are two views for QVR: Quick Search and Full Screen. The group agreed that the full-screen view is very busy and that makes using the system difficult for new staff. It was agreed that more training is necessary to help staff to use QVR.

## History Data Subcommittee

Carolyn McHale said that she was forming a new subcommittee charged with drafting a recommendation for accessing historical data. The first meeting will take place on Wednesday, October 8, 10:30 a.m., Democracy 2, Room 207. The subcommittee is open to all those who are interested.

There is an NCI internal program that accesses history data. Carolyn said she would contact key staff at the NCI to discuss their program.

## Recent Enhancements

Carolyn noted the recent enhancements to the QVR:

- Special funding categories added to BUDTABS End-Of-Year report as page PivotTables. This only applies to a handful of ICs.
- PCC breakout in the BUDTABS report options.
- “Released Today” feature added to the AWDCURR report.
- Object Class Code and Document Number as custom download item.

## Miscellaneous

*Security*—Whether or not QVR/ECB should be inside or outside the firewall is still being considered.

*Snapshots*—The group agreed that it would be very useful to have a list of Council actions on the Snapshot page. Cathy Buckley mentioned that there are enhancements to the snapshot: a long form and a short form, and several on one report. However, she cautioned that putting too many in one report may result in a Word file that may be too large for the system to handle easily.

## Future Plans

*IC-Specific Data*—Pete Morton continues to try to get funding for this project. In the meantime, Thor Fjellstedt is working with contractor John Sharp to conduct an analysis of coding systems in various ICs. They primarily are focusing on those ICs that have the STAR system.

**Action:** (Thor Fjellstedt) **Compile and distribute a list of people/ICs interviewed for the coding-system analysis. Invite ECB/QVR Steering Committee members to the interviews.**

*R&D Contracts*—Although on the list, this item is still in the far future.

## **Attendance**

Barnes, Martha (NIEHS)  
Bashir, Karen (NIA)  
Buckley, Cathy (CIT)  
Connors, Anne (NIAMS)  
Fischetti, Greg (NCI)  
Hardman, Anne (NIA)  
Hodgkins, Earl (CIT)  
Januszewski, Joe (CIT)

Jordan, Paul (NIEHS)  
Kemmerle, Donna (NIDCD)  
McDermott, Julie (NIDDK)  
McHale, Carolyn (CIT)  
Musson, Bob (NHLBI)  
Poma, Shelly (NIMH)  
Rich, Linda (NCCAM)  
Robbins, Linda (NIMH)

Seppala, Sandy (LTS/COB)  
Tiedemann, Don (CIT)  
Underwood, Brenda S.  
(NICHD)  
Vener, Kirt (NCI)  
Wells, Dolores (NIDCR)