

Video recording of this meeting is available here
<https://bluejeans.com/s/flQ1d/>

- **Inter-institutional grants**
 - A number of grants have been funded that impact cores (full list [here](#))
 - OAI renewal is now every 3 years (board will still meet every year)
 - **OAI Core networking Event on 9/7/18** (Noon-5:00)
 - Hosted by [CG Life](#) (biotechnology marketing firm)
 - Opportunity to network with colleagues at OAI cores
- **NUcore Financial Maintenance and fiscal year end**
 - Pricing
 - Price Groups
 - Create all Relevant External Price Groups in the Admin Tab → Price Groups
 - Do Not Check the “Is Internal?” Box for External Groups
 - External Academic (add F&A to Unsubsidized Calculated Rate)
 - Hospital Affiliates (match NU Base Rate)
 - CBC Open Access (UIC, UChicago, match NU Base Rate)
 - Use Global External Group for Commercial Users (2X Unsub Calc Rate)
 - Add Users to Price Groups as Appropriate
 - Do not need to add Commercial Users if using Global External Group
 - Email NUcore to mark Net ID’s for External Pricing (Research Safety)
 - Must designate Product Pricing for each Price Group
 - For each Product, activate the Price Group and set the Price
 - Scale Minimum Cost and Reservation Cost appropriately
 - Add Price Rules for FY2019
 - Must Match Rates on the Approved Cost Study
 - Should be in effect from 9/1/2018 to 8/31/2019
 - Can be entered well before 9/1/2018 with future effective dates
 - NUcore Product Names should match Cost Study Product Names
 - Include Unit Name in Product Name if it is Ambiguous
 - Replace Products sold in 10, 15, or 30-minute units with Time-Based Services
 - Journals
 - Reconciliation of Orders
 - Internal-need to close out old journals with remaining unreconciled orders

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- External-need to close out invoices based on any payments received
 - Need to Reconcile with the specific date payment was received
 - Accuracy of this data is vital for appropriate tax reporting
 - Tax bill for FY2017 was \$26K (based on \$3.8M in transactions)
 - If writing off orders as bad debt, cancel orders to remove from list
- Corrections cannot be Processed through NUcore
 - NUFinancials is the system of record-NUcore records activity sales
 - Must Process an Actuals Journal (internal sales-correction) to reverse
 - Process additional Actuals Journal to process the new, correct sale
- 90-Day Letters
 - 90-day letters must be submitted to ASRSP if charging sponsored projects
 - Letter required if Journal Date is more the 90 days past the Fulfillment Date
 - Maintain 90-day letter in local office if no sponsored project is involved
- Fiscal Year Close
 - Deadline is 9/5/2018 at 4:45 pm (Check Deposit Deadline is 8/31/2018 at noon)
 - Must have all FY2018 Journals created by this time
 - Journal Header must be 8/31/2018 or earlier (fulfilled 8/31/2018, earlier)
 - Clear Out: New, Problem, Disputes, Send Notification, Review, Create
- **ABRF recap**
 - 7 NU Staff/Faculty gave presentations or workshops
 - Mentoring
 - Contact Phil (p-hockberger@northwestern.edu) w/any questions about mentoring, NRMN (inter-institutional, NIH-funded)
 - Funding Models
 - Philanthropic initiatives part of funding models of some cores
 - Rigor and Reproducibility
 - Committee for Core Rigor and Reproducibility (CCoRRe)
 - 2017 Survey on how cores handle this type of work
 - Inter-lab reproducibility
 - imaging data processing
 - Know your field and get involved
 - E.g. Field of X-Ray crystallography has standards

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- **Announcements**

- NUcore Tech Talk, 6/26
- Cost Study Open Labs, 7/23 (CH) and 7/24 (EV)
- Core Networking Event, 9/7
- CF Awards in Winter 2018/2019