



A strategic framework to optimize sponsored research services: A transition from a small to medium Institution

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Introduction

Strategic planning is a fundamental tool to establish guidance on where an organization will be in a determined timeframe. It usually comes along with changes in processes and procedures linked with an environment, technology, and cultural transformation within the organization. To be successful in this constant evolutionary climate that is research administration, growth of the enterprise is paramount.

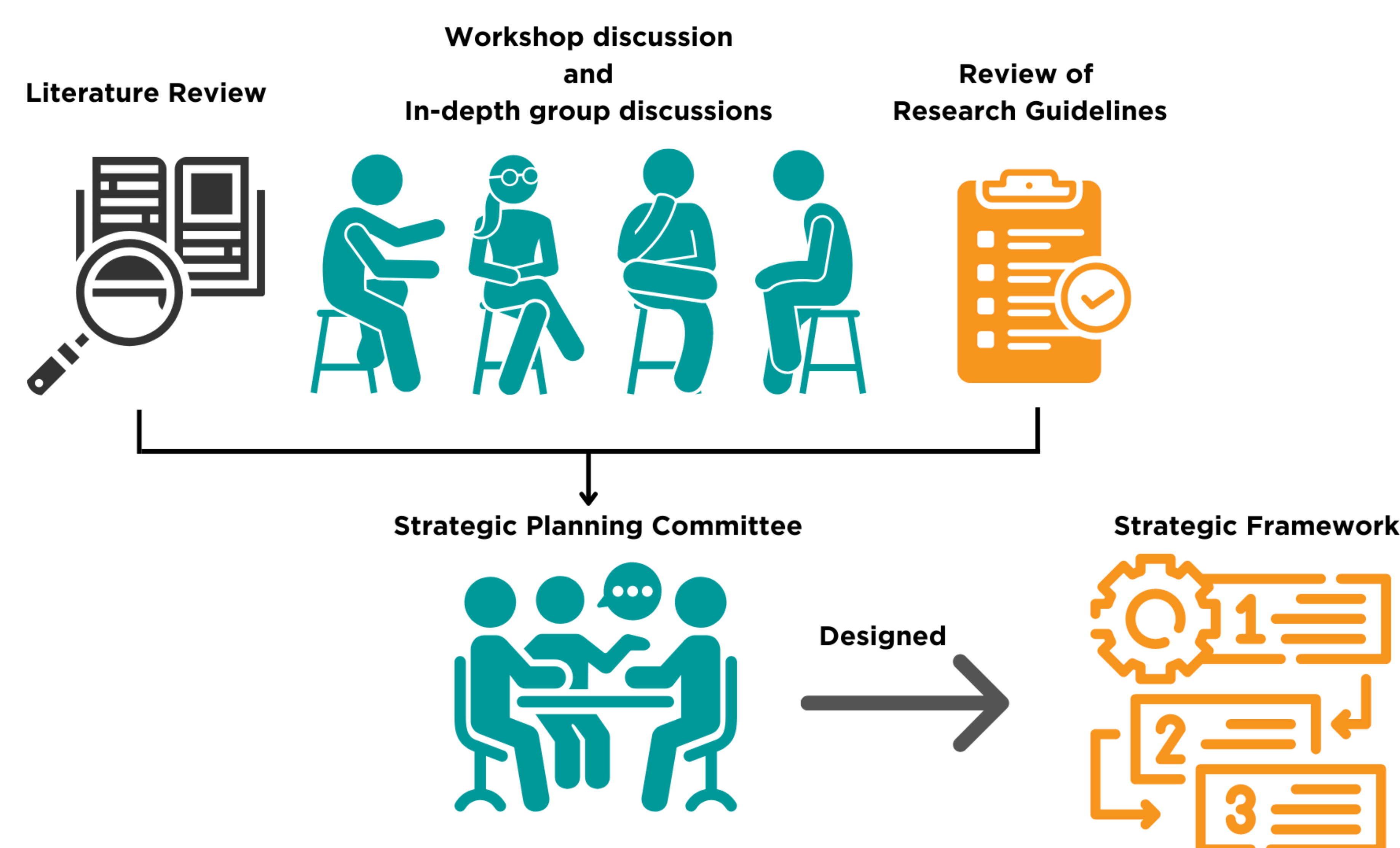
Purpose

The purpose is to outline a strategic framework developed for a small minority research institution that is optimizing its centralized research administration services due to its needed growth. We share this as a model to be utilized as guidance for other research institutions of similar type, size and population.

- Through the active participation of essential research offices, projects, programs, and the central research office, the vision and mission were co-developed for the next five years.
- A steering committee was established to continue the process of developing the framework to restructure the Strategic Plan, based on a logic model.

Methods

Figure 1. Development process of the Strategic Planning Framework



Conclusions

- The Strategic Framework was approved by the Institutional Officials in July 2022.
- Since August 2022, implementation of the Strategic Framework commenced.
- Three subcommittees were formed with research administrators to achieve each goal of the Strategic Framework.
- A steering committee was formed to oversee the progress and guide the subcommittees during the transitioning process.
- Other small to medium transitioning institutions can utilize this as a guide when co-developing their strategic framework.

Future Direction

- Develop an evaluative research study to explore the impact and operational efficiency of the strategic plan.
- Realign job descriptions, and reconsider new areas of training, expertise and personnel.

Results

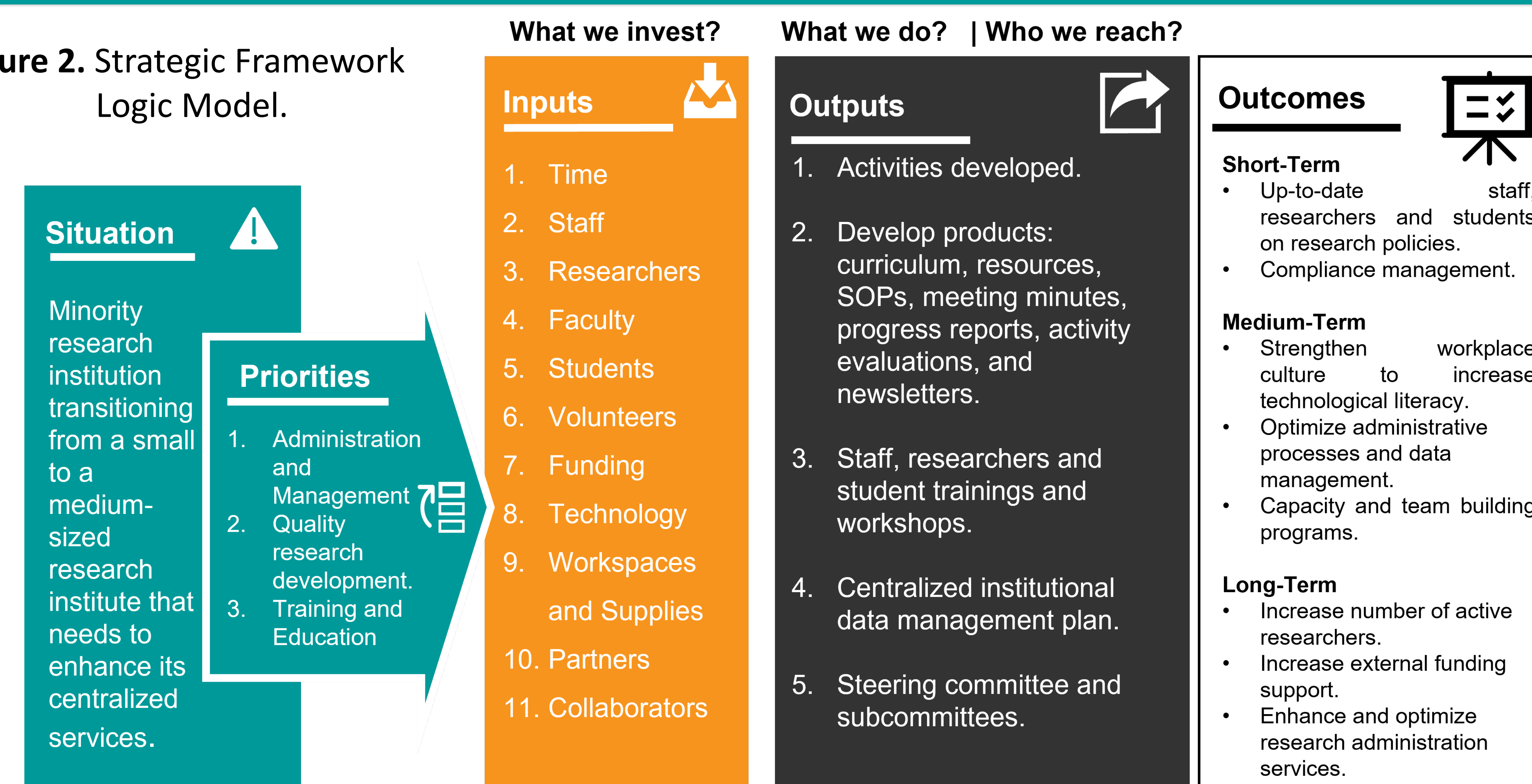
Mission

The **Office of Research Development (ORD)** provides the highest quality research administration at all stages of all grant life cycles by promoting responsible stewardship of funds, disciplined management, client-centered services, expertise, and technology to conduct funded projects in alliance with collaborators to reduce health disparities.

Goals of ORD

- Administration and Management
- Quality Research Development and Implementation
- Training/Education

Figure 2. Strategic Framework Logic Model.



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