

IOWA

Quarterly Business Officers Meeting

March 12, 2026

Today's Agenda

- Change Management 5 Minute Tip – Blair Wagner
- Research Security Updates – Mike Andrews
- Newly Implemented USS Efficiencies – Dani Weber
- 2026 Enterprise Summit and CACUBO Drive-In Workshop – Rachel McGuire

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**Research Integrity & Security Office /
Office of the Vice President for Research**

Business Offices Quarterly Meeting

Research Security Updates

March 12, 2026

Research Security Update Topics

- International Travel Requirements
- Research Security Training Requirements
- Complementary Appointments
- Pre-Approval for Foreign Components/collaborations needed for federal funding agencies

Research Security

- NSPM-33, NSPM-33 Implementation Guidance, CHIPS and Science Act, and OSTP Final Rule on Research Security
 - Bottom line – They all require covered institutions to have research security programs
- Components of a research security Program
 - Export Control Program and Training
 - International Travel Security (including training)
 - Cyber Security
 - Research security training (including training on COI/COC, insider threat awareness, and importance of disclosure on federal funding applications)

International Travel

- UI-related business travel must be preapproved prior to travel
- Must complete pre-travel briefing
- Failure to comply can result in denial of travel reimbursement expenses

Research Security Training

- Most federal funding agencies now require covered institutions to certify that research security training has been completed
- NSF SECURE has developed the training and it is available through CITI
- Failure to complete training can result in delay of funding

Additional Information

→ Complementary Appointments

- Primarily an HR issue, but has potential tax liability issues for the institution
- Working with UI HR, OGC, Provost Office, ISPO and others to make corrections to our institutional procedures

→ Pre-approval of foreign components on federal funding applications.

- Potential issue if funding agency deems funds have to be returned.

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Questions?

Please contact:

Mike Andrews
Director Research Integrity & Security
Research Integrity Officer (RIO)/Research Security Officer
(319) 335-9687

Research Integrity & Security Office
Office of the Vice President for
2660 UCC
ovpr-rio@uiowa.edu



Newly Implemented USS Efficiencies

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Approval Requirement for Non-Workflow Travelers

- Student and non-UI travel reimbursements will no longer require the individual traveler's approval via email. In aligning with best practices across regent universities, department's approval will confirm expenses are accurate and authorized.

Utility Voucher Approval Update

- Utility eVouchers created by **any** USS staff will be automatically loaded for payment following the final department workflow approval - eliminates AP audit step.

USS Certification Expansion

Certified USS Staff Transactions

- Once a USS staff member meets all certification criteria, their transactions are considered complete upon departmental approval.
- No additional Accounts Payable audit review is required after the workflow approval is finalized.

Current Certification Coverage

- **TEVs** (Travel Expense Vouchers)
- **PCVs** (Procurement Card Vouchers)

New Certification – eVouchers and Preqs < \$25,000

- Certification is now being expanded to include eVouchers and Preq's < \$25,000, allowing certified staff to process these transactions with the same streamlined approval path.

New Customer Areas Achieving Certification

Preqs Certified Staff

Amanda - Microbiology, Diabetes Research Center
Leslie - State Hygienic Lab
Jeni - College of Dentistry
Dee - College of Nursing, Pharmacology
Shelly - College of Liberal Arts and Sciences
Venecia- College of Education
Grecia - Vice President for Research, Finance and Operations
Megan - Athletics, Finance and Operations



eVouchers Certified Staff

Grecia - Vice President for Research
Jia - Pediatrics
Megan - Finance and Operations
Jeni - College of Dentistry
Venecia - College of Education
Shelly - College of Liberal Arts and Sciences
Shyam - Physiology
Erik - Finance and Operations
Leslie - State Hygienic Lab
Craig - Facilities Management
Tami - College of Law

2026 Enterprise Summit

- April 7 – 8, 2026
 - In-person social gathering, award ceremony and keynote speaker on Wednesday, April 8 beginning at 8 AM in the IMU International Ballroom
- Please register for the conference and in-person gathering
 - Pass along the registration email to others in your college or unit including department administrators
- Please nominate colleagues for the HR & Business Leadership Awards
 - Deadline for submissions is March 18
- We are always looking for planning committee members!
- Webpage
 - <https://hr.uiowa.edu/administrative-services/enterprise-summit>

2026 CACUBO Drive-In Educational Workshop

- May 18 – 19, 2026
 - Black Box Theater in the IMU
- Program
 - May 18
 - Higher Education Update led by Forvis Mazers
 - May 19
 - Fundamentals of Higher Ed Business Office
 - Newcomers to Higher Ed or those needing a refresh
- Both days 9 AM to 4 PM
 - Breakfast and lunch provided
- CPE available of 6 hours per day
- More information to come!