



UT Health  
San Antonio

Enterprise Research  
Management System  
(ERMS)

BULLETIN

August 17, 2023

## Office of the VPR Introduces Software Suite to Support Research Community

A premiere research institution requires high performing services. To this end, Enterprise Research Management System (ERMS) was launched to provide a comprehensive software solution to create an information portal for research administrative support, relieve administrative burden and free up time for mission-focused activities. ERMS is part of our commitment to provide:

- Exceptional research administration service delivery,
- Increase transparency, and
- Automate workflows.

ERMS ensures that Investigators and study teams will always know where the research project is in the project life cycle. Using automated workflows, we reduce the administrative burden of research staff and increase transparency for Investigators. Reviewing, approving, messaging, monitoring, and archiving documents for research projects will occur within one platform with easy-to-use system-to-system functionality.

The ERMS – Agreements module launched in May 2023 to support research-related agreements (e.g., MOUs, NDAs, DUAs, MTAs, CTAs) managed through the Office of Sponsored Programs. We are excited to announce more modules are coming soon!

## New Conflict of Interest Disclosure System to Replace iDisclose 6.0

Effective October 2023, a new Conflict of Interest disclosure system will replace iDisclose 6.0. The new COI solution is part of the integrated Enterprise Research Management System (ERMS) suite of applications.

The ERMS-COI module will improve the user experience and simplify the disclosure process for faculty and staff across UT Health San Antonio. In the new ERMS-COI module, you will be able to:

- Request permission to participate in outside activities,

- Disclose outside activities, business relationships, and financial interests that have the potential to create a conflict of interest, and
- Track the review status of your disclosures.

Please [join](#) us for a virtual VPR Town Hall [Thursday, September 7th at 1:00pm](#) to learn more about ERMS- COI.

Questions about the ERMS-COI module and the upcoming transition can be sent to [COI@uthscsa.edu](mailto:COI@uthscsa.edu).

## **ERMS – Agreements Module: Email Notifications Update**

Thank you for your feedback since the launch of the first ERMS module. Since go-live of ERMS-Agreements many users have expressed concerns regarding system generated emails. Your input has helped us identify areas for clarification and improvements.

The email notifications provided by the ERMS-Agreements module are meant for two purposes:

- To request an action required of you as the email recipient, or
- To provide information only.

Now emails with the subject line “ACTION REQUIRED” indicate those items that require a response for the agreement to proceed through the approval process. All other emails will now include “INFORMATION ONLY” in the subject line of notifications that communicate the agreement status and provide timely updates.

You can control which emails you see within your inbox. Click [here](#) to learn more about how to manage your inbox to filter only those emails you wish to receive.

For an overview of the ERMS – Agreements emails you may receive and clarification on what action each email requires click [here](#).

Questions about the ERMS-Agreements module can be sent to [Contracts@uthscsa.edu](mailto:Contracts@uthscsa.edu).

ERMS giving time back for mission-focused research activities.

Learn more at <https://www.uthscsa.edu/vpr/erms>.

UT Health San Antonio  
Office of the Vice President for Research