

Hot Off The Press

Screens 101, 302, and 303 – Principal Investigator Eligible

Effective close of business July 16, 2009, a new data element will be added to Screens 101, 302, and 303 in the B/P/P System. The new data element name on all three screens is “PI” for Principal Investigator eligible. This element indicates that the employee is considered eligible to be designated as a Principal Investigator (PI) on a contract or grant. The valid values on Screens 302 and 303 are “Y” or blank. The valid values on Screen 101 are “Y” or “N”.

How will it be used?

In the new “Time and Effort” System for federal and state grants, employees designated as “PI eligible” will be required to certify payroll or work effort for their own “Time and Effort” documents and the employees they supervise on various research projects. Research employees who are not “PI Eligible” must have their time certified by a supervisor.

Additionally, the new Maestro research administration system being developed may also use this data element.

The initial value for new employees on Screen 101 will default to “Y” if the “PI” value is “Y” for their position title code.

How will it be maintained?

Each System member should update their title code tables (Screens 302 and 303) for their Principal Investigators (PIs) as soon as possible. Generally, this will be your faculty title codes. This information has been requested by the “Time and Effort” development team from your research administrators. We can assist you in setting up the initial values on your title codes. If you have questions, please email bpphelp@tamu.edu.

Once all the title codes for your workstation have been marked as PI eligible, the B/P/P Operations Center will run a one-time process to set the initial value for all active employees.

Following this one-time process, the value can be changed for an individual employee on Screen 101. There will also be a page in the new “Time and Effort” System where this value can be set for an individual employee. “Time and Effort” Research Administrators will have access to this page.