CU ADMINISTRATIVE SHOWCASE
Discover and Share Solutions
Agenda

8:00am **Welcome and Opening Remarks**

8:10am **Presentation Block 1: Research**

Visualizing Proposal and Award Data for Department Stakeholders
Andrew Medlyn, Department of Pediatrics
Explore how combining proposal and award data in a PowerBI dashboard offers new insights into research productivity across divisions.

Optimizing Workflows with Automated Effort Reconciliation
Andrew Krahulik, Department of Biomedical Informatics
Discover how Excel and Office scripts can automate effort reconciliation, drastically reducing review time and improving payroll accuracy.

Excel-Based Research Financials Workbook
Erin Hegel, Department of Ophthalmology
Learn about an Excel dashboard that consolidates multiple funding sources for a PI's lab, providing a concise summary for easier financial management and forecasting.

Facilities & Resources Grant Text Generator
Faisal Alquaddoomi, Department of Biomedical Informatics
This presentation will showcase a portal that helps PIs easily find and generate up-to-date descriptions of on-campus facilities and resources in their grant proposals, reducing administrative burden.

8:40am **Presentation Block 2: Finance, Accounting, & Procurement**

PowerBI: Incentive Reserve & CME Report
Elisabetta Poli, Department of Surgery
Discover how replacing PDF reports with PowerBI links streamlined access to CME/Incentive reserve financial data for faculty and administrative staff.

Simplifying Funding Distribution and Payroll Suspense
Thien Lam, Department of Radiology
Learn about An A2E-based Excel template that simplifies funding review, catches potential suspense issues, and eliminates unnecessary PETs.

APP Additional Pay Optimization

Leah Lleras, Department of Surgery

This presentation will demonstrate the standardization of APP additional pay processes using Qgenda and Smartsheet, reducing errors and standardizing workflows across divisions.

Smartsheet Official Function Hub

Kelly McIlvride, Cancer Center

A Smartsheet hub ensures Official Function requests are policy-compliant, eliminating non-compliant expenses and reducing review time.

9:10am Poster Walk & Networking Break

9:40am Administrative Support & Business Services Support

Automating Submission Requests with Smartsheet

Kimberly Slavsky, Department of Psychiatry

Learn about a Smartsheet form that streamlines faculty assistance requests with built-in logic, routing, reminders, and tracking .

Utilizing Lean 5S to Create a Streamlined Virtual Workspace

Victoria Jennrich, Cancer Center

Discover how Lean 5S principles were used to declutter virtual files and boost productivity.

From Silos to Synergy: Building an Intranet for Work and Wellness

Tara Bisel, Department of Orthopedics

Explore how this SharePoint intranet site consolidates essential resources, streamlines processes, and supports employee well-being.

Faculty Administrative Feedback Survey

Tran Lau, Department of Radiology

Discover how a monthly Smartsheets survey enhances communication between faculty and administration, ensuring timely feedback and resolution of concerns.

SharePoint Pages: A Cost Effective Solution for Sharing Resources

Natalie Palmer, Department of Physical Therapy

Explore how to create a personal SharePoint page that consolidates team and job resources, improving accessibility and efficiency.

Research Cores, Rewired: The Case for Automation with Tools You Already Own

Alexandra Crook, Department of Biochemistry and Molecular Genetics

Learn about an automated project management system using Qualtrics and Microsoft Dataverse to improve internal operations and user-facing services.

Delivering Personalized Data in PowerBI

Dan Mingori, Department of Anesthesiology
This presentation will showcase a PowerBI dashboard that allows providers to log in and see their own data, improving transparency and satisfaction.

Provider Incentive Report

Qua Nguyen & Lanette Schwarz, Department of Emergency Medicine
Smartsheet and PowerBI automate complex incentive reporting in Emergency Medicine, empowering providers with real-time metrics access.

10:40am Poster Walk & Networking Break

11:10am Faculty Affairs & Human Resources

QGenda for Success: Crafting a Comprehensive Faculty Workday System

Tori Rodriguez & Brian Slentz, Department of Radiology
Discover a QGenda system that accurately tracks faculty workdays, ensuring consistency and transparency in reporting.

CAISY: A Robotic Approach to Conversational Conundrums

Oscar Chavez, Department of Medicine
Learn how LinkedIn Learning tools can help staff overcome the fear of engaging in difficult conversations and improve communication skills.

Department of Surgery Faculty Onboarding

Lindsay Engels, Anthony Mick, & Ashleigh Prout; Department of Surgery
A 90-day onboarding program integrates new faculty and promotes consistency while allowing customization by division.

Be Our Guest: The DOM Approach to Special Guests & Recruitment Site Visits

Brita Alley, Jennifer Bilsey, & Emma Faye Sylvester; Department of Medicine
This presentation will showcase a streamlined site visit process that supports successful recruitment, boosts reputation, and enhances team collaboration.

Faculty Recruitment Dashboard

Drue Wagenschutz & Jared Perry, Department of Radiology
A SharePoint tracker offers real-time transparency into open positions and candidate progress across recruitment stages.

11:55am Closing Remarks

Thank you for coming! We look forward to hearing about all of the connections that were made at this year's Showcase and can't wait to see you again next year.

Poster Presentations

Please take the time to browse posters during the poster walks at 9:10am and 10:40am.

Neurology cFTE Reporting

AJ Stein, Department of Neurology
Learn about a report that tracks faculty clinical metrics, incorporating EPIC and CU Medicine data for personalized monthly snapshots.

Research Services Professional Promotion Matrix

Amelia Corl, Department of Surgery
This poster will showcase a standardized rubric for promoting Research Services Professionals, guiding performance and professional development.

Signature Events: Revenue Generating Solutions

Arel Neuenschwander, Department of OBGYN
Learn how new sponsorship models nearly doubled event revenue while enhancing exhibitor engagement and preserving educational quality.

Mastering the Pause: The Power of Strategic Delay

Colin Johnson, Office of Adaptable Resolutions
Learn about the strategic delay technique to manage conflicts and challenging situations, improving decision-making and reducing stress.

Revenue Cycle Dashboard

Hayley Tuttle, Department of Emergency Medicine
Explore how a fully automated KPI dashboard in PowerBI improves efficiency and data visualization for revenue cycle management in Emergency Medicine.

Monthly P&L Statement Automation

Tien Nguyen, Department of Ophthalmology
Discover how Power Automate and Excel streamline the process of sending monthly P&L statements and reports.