
From: Important Announcements <importantannouncements@message.fsu.edu>
Sent: Wednesday, January 5, 2022 2:16 PM
Subject: CAMS Goes Live on Monday, January 10 – Important Changes Ahead

FLORIDA STATE UNIVERSITY



This message to all faculty and staff has been approved by Renisha Gibbs, Associate Vice President for Human Resources and Finance & Administration Chief of Staff; Janet Kistner, Vice President for Faculty Development and Advancement; and Robyn Blank, Chief Compliance and Ethics Officer.

FSU is pleased to launch the new Conflict Administration Management System (CAMS) on Monday, January 10, transitioning from a paper-based system to an automated format for conflict of interest processes and workflow.

Over the past year, the university has worked diligently with groups across campus to streamline and simplify the disclosure process and eliminate data redundancy through this robust new system. Additionally, staff will utilize CAMS for outside activity requests (Pre-Approval Requests) and routing.

We want to share important information as we prepare for deployment. Faculty, researchers, staff, and board members will be required to use CAMS at various times; therefore, it is critical to attend training and understand when to use the system based on your role with the university. Following are the highlights of what you need to know to be prepared for the CAMS rollout.

Training

Discloser Experience and Reviewer Experience training courses were offered virtually on multiple dates last month. We had an excellent turnout for these sessions and appreciated the participation of many individuals. If you didn't have an opportunity to join us, it's not too

late to access training! We strongly encourage you to view the training recordings on the [CAMS website](#), organized by your role in the system, explaining when you will be required to use CAMS and how to access it. Each course is only a 30 minute time commitment, and previous course attendees can access the recordings as a training refresher. In addition, other helpful training information can be found on the CAMS website, including general system information, training guides, and brief training videos to assist users in the successful navigation of CAMS. Once CAMS goes live, users will have convenient access to training guides and videos by visiting the Help Center tab within CAMS.

Support

Virtual “Office Hours” sessions have been organized to respond to user questions and provide direct software assistance using Zoom screen share functionality. Our training team will offer these interactive meetings throughout January and February, and the current schedule is available on the CAMS website within the [support](#) page. The following is the schedule for the week of January 10:

Day	Date	Time	Topic	Zoom Link
Monday	January 10	2:00 PM - 3:00 PM	CAMS Office Hours	January 10 Session
Tuesday	January 11	1:30 PM - 2:30 PM	CAMS Office Hours	January 11 Session
Wednesday	January 12	11:00 AM - 12:00 PM	CAMS Office Hours	January 12 Session
Thursday	January 13	3:00 PM - 4:00 PM	CAMS Office Hours	January 13 Session
Friday	January 14	11:00 AM - 12:00 PM	CAMS Office Hours	January 14 Session

The CAMS support email serves as the best communication tool to reach the CAMS team at cams@fsu.edu for any questions or concerns. This email is checked frequently, and a knowledgeable staff member will promptly assist you. Also, please share your feedback as the team works to continually improve the CAMS training program. Thank you for your attention to this important project.

This email was sent by Florida State University
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