



**October 6, 2025**

**Subject: Transition to Cayuse for Compliance Protocol Submissions**

Dear colleagues,

The Office of Research Services (ORS) at Loyola University Chicago is excited to announce the beginning of its transition to the new electronic Research Administration (eRA) platform: Cayuse.

At the time of full launch (in approximately 12 months), investigators and administrative support staff in departments and ORS will be able to submit, manage and monitor their grant and contracts. At this time, we are just about ready to launch two compliance related modules that support your IACUC and IBC protocols. In Cayuse, these modules are termed, “Animal Oversight” and “Hazardous Materials”, respectively.

To help investigators and administrative support staff transition to this new platform, we’ve attached two video tutorials (short, and approximately 3-minutes each), along with a PDF version of the same.

While we believe that the collaboration between ITS, the ORS teams at HSC and Lakeshore, and Cayuse has helped create an intuitive interface, we are willing and able to support you and your investigators every step of the way through this transition. Indeed, if investigators would like added support as they prepare their first submission in this new platform, we invite them to contact us (Nazneen Ali for Lakeside faculty/staff, Tony Valero and Matt Hejna for IACUC and IBC questions, respectively, for HSC faculty/staff)

Please do share with us any issues that emerge as you begin working in the new system.

A final note: While the final transition preparations are being made (e.g., transfer of information from the Research Channel to Cayuse), please note that your ability to access these specific portals within the Research Channel or CAP may be temporarily interrupted, but will transition to Cayuse by October 13<sup>th</sup> (for Lakeside personnel) and October 16<sup>th</sup> (for HSC personnel). We tried to identify the best time to make this transition and recognize that some users may have a need to engage with the system during this transition. Under those situations, please reach out to the compliance area leads (e.g., Tony Valero or Walter Jeske for IACUC for HSC users; Andy Ellis or Nazneen Ali for Lakeside users). We will do our best to accommodate your questions/needs.

Sincerely,

Meharvan Singh, PhD  
Office of Research Services  
Loyola University Chicago