

Kartik Yadav
University of California, Irvine
Candidate Statement – Region VI Treasurer-elect

NCURA membership has shown me the path to recognizing the necessity of achieving the educational and networking objectives with efficiency, precision, and lots of enjoyment and, at the same time, applying my knowledge and aptitude in the field of research administration.

I joined NCURA in 2019 and since have been closely involved in volunteering (mostly presentation and group discussions) at the annual and other NCURA conferences. I am a proud graduate of NCURA region VI Leadme program, both as a mentee and Mentor in training (MINT) program. I have greatly benefited from my membership in NCURA and I am honored to be considered for nomination for the NCURA Region VI “Treasurer position.”

As Research Director at UCI Sue & Bill Gross School of Nursing, one of my most outstanding achievements, aside from the research, was to assist the Dean in building the research portfolio. In this role, I have been mentoring junior faculty and PhD students in developing and designing complex research grants for prestigious and competitive funding agencies. In addition, I am responsible for mentoring faculties in scientific development, operational and financial aspects of research grants to ensure their successful completion. I have been leading both pre-and Post-Award grants, ranging from simple to incredibly complex, resulting in quadrupling research funding in the school over three years and improving the school’s NIH ranking in Blue Ridge from 50 to 22. I have applied my knowledge and experience in all the research-related processes, whether scientific, administrative, financial, operational, development, or regulatory (IRB). Being involved and building everything from the ground up has provided me with the expertise to make research enterprises more efficient and have great outcomes. In addition, I have collaborated with other partner institutions, both national and international (India, Botswana, Europe), to develop grants and provide training and support for developing programs.

Commitment to Diversity, Equity, and Inclusion (DEI): I have lived, studied, and worked in three continents (Asia, Europe, and the USA) and have experienced casteism, racism, and racial oppression. On the other hand, I have experienced privilege as well. I have always reflected on the situations encountered, whether with me or others and tried to reason them out. In my role as a researcher over the past decade, my work has focused on improving health outcomes among some of the most vulnerable and underrepresented populations in Los Angeles Skid Row, wherein the most vulnerable populations of homeless people live, and India, where there is a high population of women living with HIV/AIDS. Our research populations include homeless and drug-addicted youth and adults, ex-offenders exiting jails and prisons, gay and bisexual stimulant users, and substance-using adults and youth at risk for HIV/AIDS, Tuberculosis, and Hepatitis infections. My commitment to promoting diversity, equity, and inclusion is essential to my understanding of others and allows me to communicate effectively with individuals of all backgrounds. I work hard to give them a positive and welcoming experience both in science and real life.

In summary, the above attributes that I possess would be a great asset in supporting the chair on regional business, developing strategies for accurately maintaining the financial records of the region, the collection, deposit, and disbursement of funds, and preparation of the region’s annual budget for endorsement by the Regional Chair and goals of NCURA. If selected, I will expend the time and energy required to increase the viability of the NCURA to ensure that it continues to grow for the benefit of its membership.

I am excited about the opportunity to serve NCURA Region VI in this capacity and participate with the other committee members in determining the future direction and goals.

Kartik Yadav, MSCR, CRA

Highly organized and perseverant collaborative team-researcher and administrator with exceptional technical and scientific knowledge. Excellent project management and leadership skills with the ability to multitask and work well with cross-functional teams in order to complete projects within the deadline.

PROFESSIONAL EXPERIENCE

Research Director, UCI, Sue & Bill Gross School of Nursing, U.S.A.

March 2017 – Present

Current Research Projects- (Co Researcher)

- **Craft-COVID-19:** Exploration of the Impact of Homelessness on Risk for COVID-19 Infection and Substance Use Patterns among Substance-Using Homeless Adults. Total budget: **\$60,000.**
- **I am HCV Free Study:** A two-year NIH funded R21 MD013580: Development of a Community-Based HCV Treatment Completion Intervention among HCV Positive Homeless Adults in Skid Row-Downtown, Los Angeles. Total budget: **\$444,671.**
- **3HP-LTBI:** A two-year NIH funded R21 MD012696, Nurse-Led Community Health Worker Intervention for Homeless Adults with Latent TB infection in Skid Row-Downtown, Los Angeles. Total budget: **\$425,026**

Research Development

- Mentoring junior faculty and PhD students in developing and designing complex research grants for prestigious and competitive funding agencies
- Responsible for mentoring faculties in scientific development, operational, and financial aspects of research grants to ensure their successful completion

Research Director Administration

- Oversee and assist with research proposal submissions (state, federal, non-profit organizations, private agencies) with assigned professors
- Provide leadership as financial contact between sponsors, faculty, the school, campus departments, human resources, and contract/grant officer
- Administer financials reports for contract and grant management including payroll, purchasing, reimbursements and regulatory compliance (IRB)

2019 and 2021 UCI STAR AWARD for sustained exceptional performance

Principle, Public Administrative analyst, UCLA School of Nursing, U.S.A. November 2013 – February 2017

As the **Research/Project Director** for Dr Adeline Nyamathi (PI), I was responsible for managing the research enterprise encompassing multiple projects and millions of sponsored dollars in HIV/AIDS research overseas as well as community research within the California prison and homeless population, both organizationally and financially as well as contributing to its science and to its pursuits of continued funding from sponsors. I administered an operating budget of around \$2 million per year for contract and grant management, including payroll, purchasing, reimbursements and regulatory compliance. I managed all office functions and correspondence with the National Institute of Health (NIH) and other funding agencies and acted as a liaison between PI, the university, and federal and foreign agencies. I was actively involved in the preparation of new research grants, progress reports for federal agencies, and the development of research materials. Furthermore, I was responsible for providing backup support to the entire research team when required.

Project Director

- **Asha Nutrition Project:** NIH-funded 5 year R01 MH098728 involving UCLA School of Nursing, University of California San Francisco (UCSF), All India Institute of Medical Sciences (AIIMS) and Indian Council of Medical Research (ICMR). Total budget: **\$2.87 million.**
- **Femcare Project:** A three-year NIH-funded R34 DA035409 with Homeless Female Offenders. Total budget: **\$715,212.**
- **Homeless Parolee Project:** NIH-funded 5 years R01 DA027213 titled "Health Promotion Coaching/Vaccine for Homeless Parolees." Total budget: **\$3.23 million**
- **Hollywood Hepsafe Project:** NIH-funded 5 years R01 DA016147, titled "HBV PREVENTION FOR HOMELESS AT RISK FOR HBV/HCV/HIV." Total budget: **\$3.1 million**

UCLA STAR AWARD 2014 for *Exceptional performance, Creativity, Organizational abilities, & Teamwork*

Public Administrative Analyst, UCLA, School of Nursing, U.S.A.

August 2011 – October 2013

As the contract and grant manager for Dr. Adeline Nyamathi's (PI) research projects, I acted as a liaison between the PI and departmental, university, and agency representatives. I was responsible for managing all Pre and Post award as well as financial aspects of the research projects and funding sources. In addition, I also managed all office functions and correspondence with National Institute of Health (NIH) and other funding agencies. I was actively involved in preparation of research progress reports for agencies and in the writing and editing of research manuscripts and research instruments. I supervise project expenditures, human subject remuneration, petty cash expenditures and communicate with vendors and order research supplies using PAC & BruinBuy campus systems. I also reconciled expenditures to ledgers as well as prepare and manage computerized monthly financial reports. I maintained inventory records of research supplies and equipment. I was in charge of coordinating travel arrangements and preparing all related travel documents for the PI and visiting scientists. I was responsible for providing backup support to the Project Directors and the PI when required.

Senior Supervisor, Cranfield Students Association, Cranfield University, UK.

October 2007 – June 2011

I was responsible for overseeing the functioning and maintenance of the CSA. I ensured that a friendly, comfortable

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and efficient working environment is maintained in the CSA, both with team members and with clients. The duties and responsibilities that I had as a supervisor included managing day to day staff / payroll matters, expenditures and business transactions according to the standard policies and procedures of CSA, delegating duties to subordinates, ensuring satisfactory customer service, assisting the manager in hiring and training new staff and organising events.

Research Project Assistant, Seth Research Foundation, New Delhi, India. February 2009 – July 2009

I was part of the team working on an international collaborative project entitled, "European Network for global cooperation in the field of AIDS & TB (EUCO-NET)" funded by the European Union under the 7th Framework Programme. I was responsible for collecting and compiling all published literature from India on HIV/AIDS and tuberculosis according to various areas of research such as prevalence and recent advancements. In addition, I prepared short reports on status of tuberculosis and HIV/AIDS in India. These reports were presented by my principal investigator at collaborators meeting of EUCO-NET at Cape Town, South Africa in July 2009.

Pharmacovigilance intern, APCER Life Sciences Inc., UK. September 2008 – January 2009

I was responsible for liaising to health agencies and sponsors for timely reporting of adverse drug reactions, maintaining a literature search database, maintaining correspondence with patients, pharmaceutical companies and health authorities through telephone, email and post regarding ADR queries and updating a tracker for reconciliation for all ADRs. I worked with online databases such as MedDra Coding Dictionary, ArisGlobal database to enter data collection and updated the databases with follow-up reports on patient adverse drug reactions on day-to-day basis. I carried out data-cleaning in large databases containing patient ADR reports to remove erroneous and incomplete data. I also assisted in compiling, editing and proof-reading of patient safety update reports. In addition, I maintained an accurate file-base for company ADR reporting protocols and patient data. I was involved with the setting up and standardisation of the regulatory electronic transmission of the ICSRs at APC. I also pursued my project for MSc. Dissertation at APCER Life Sciences Inc., UK.

Manager, Bharat Sterling Udyog, India August 2005 – March 2006

As manager, I gained invaluable, hands-on experience of running and managing the financial and accounting aspects of a strategic business unit being run on commercial principles, directly preparing budgets, updating and maintaining ledgers, reviewing rolling forecasts, preparing financial proposals, monitoring expenditure, solving problems related to overdrafts and re-budgeting of funds, setting robust financial procedures with a view to ensuring total compliance to local standards. The role also required managing business transactions, records of inventory, equipment and production orders, ensuring efficient production lines and timely completion and dispatch of orders, organisation of workforce, delegation of duties to various production departments and maintaining health and safety standards within the company. Furthermore, I was responsible for purchasing equipment and raw material and completing payment orders according to company budget and vendor requirements. This role has helped me develop organisational, time management and business development skills.

President of Students Union, M.L.N. College, University of Delhi. September 2004 – September 2005

I was responsible for handling the annual budget of the student association and ensuring that there was proper delegation of funds to various departments within the student association, I also tackled day to day problems faced by students. I was also responsible for organizing the cultural events where I invited eminent personalities to preside over the function. This position of responsibility has helped me develop managerial skills and leadership qualities.

Central Councillor, Delhi University Student Union (DUSU), University of Delhi September 2004 – September 2005

I was a member of Central Council of DUSU of 52 colleges under University of Delhi. This was a challenging post as it involved working for the whole state of Delhi. My responsibilities included various tasks like managing budget, providing students with improved hostel facilities, arranging insurance for students and special public transport, managing other everyday needs of students, organizing various camps, and working for the welfare of sports players.

EDUCATION & QUALIFICATION

- **Master of Science, Clinical Research, Cranfield University, United Kingdom, 2009**
- **Post Graduate Diploma in Pharmaceutical Management (PGDPM), Institute of Clinical Research (India), 2007**
- **Bachelor of Science (honours), Chemistry, University of Delhi, India, 2005**

NCURA CONFERENCE

- Ara Tahmassian, Ph.D. & Kartik Yadav (MSCR) (2019). How to Successfully Manage and Mitigate Irresponsible Conduct of Research. National Council of University Research Administrators 61st annual meeting.
- Kartik Yadav (MSCR) & Cristi Williams (2020). The Challenges of Moving from Proposal to Production and Successful Completion of a Research Project. NCURA's 21st Annual Financial Research Administration

PUBLICATIONS

<https://www.ncbi.nlm.nih.gov/myncbi/kartik.yadav.1/bibliography/public/>