

NCURA Region VI & VII 2012 Spring Meeting



NCURA Region VI/VII 2012 Spring Meeting April 15-18, 2012 Hilton Waikoloa Village Waikoloa, Hawaii

The final program including information about the current sessions is now available. Please visit the meeting website to find details regarding the Spring meeting including hotel reservations. <http://www.ogrd.wsu.edu/r6ncura/meetings.aspx>.

If you have any questions regarding the upcoming meeting, please don't hesitate to contact us.

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Saturday, April 14	
<p>2:00PM-6:00PM</p> <p><i>Waikoloa Promenade</i></p>	<p>Registration Desk Open</p>
Sunday, April 15	
<p>7:30AM-4:30PM</p> <p><i>Waikoloa Promenade</i></p>	<p>Registration Desk Open</p>
<p>7:00AM-8:45AM</p> <p><i>Kona Promenade</i></p>	<p>Continental BREAKFAST for Morning Workshop Participants and Faculty</p>
<p>8:30AM-11:45AM</p> <p><i>Kona 1</i></p> <p><i>Audience - General</i></p> <p><i>Level: Basic:</i></p>	<p>WORKSHOP #1: Parasailing through the Pre-Award Basics</p> <p>Description: Principal investigators and other university staff expect us to play a major role in facilitating their proposals through various stages of development, review and the successful submission to external sponsors. If that isn't enough, we have to be on top of the continuous changing of rules and regulations governing proposal review and submission. In this workshop, learn various ways of searching for funding opportunities, we will begin to explore the pre-award requirements involved in the submission of proposals and award acceptance phases of the sponsored projects life cycle. Also, in this workshop overview, we will examine some key elements of award negotiation and acceptance. Key elements will be applied through the use of case studies.</p> <p>Learning Outcomes:</p> <ul style="list-style-type: none"> • Participants will examine the various elements of a proposal • Participants will explore proposal submissions through award negotiation and acceptance • Participants will analyze a situation and know where to go to respond <p>Presenter: Denise Clark, Associate Vice President, Research; University of Maryland, College Park</p> <p>Presenter: Dennis Paffrath, Assistant Vice President, SPA; University of Maryland, Baltimore</p>
<p>8:30AM-11:45AM</p> <p><i>Kona 2</i></p> <p><i>Audience - General</i></p> <p><i>Level - Basic</i></p>	<p>WORKSHOP #2: Surfing the Waves of Subawards and Subrecipient Monitoring: The Basics and Beyond</p> <p>Description: This workshop will explore the full cycle of subawards and subrecipient monitoring, a complex, shared responsibility that begins at the time of proposal development and extends throughout the life of the subaward. The workshop will focus on sharing tips, strategies and practical guidance, and is designed to introduce the topic to newcomers, as well as provide comprehensive tools to more experienced research administrators. Through discussions, case studies and exercises, participants will work through implementation strategies, approaches and</p>

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<p>8:30AM-11:45AM</p> <p><i>Kona 3</i></p> <p><i>Audience - General</i></p> <p><i>Level- Basic/Intermediate</i></p>	<p>solutions in areas of pre-award risk analysis, as well as post-award monitoring.</p> <p>Learning Outcomes:</p> <ul style="list-style-type: none"> • Recognizing subaward characteristics • Understand subrecipient monitoring responsibilities • Strategies for addressing day-to-day monitoring issues • Strategies for addressing central monitoring responsibilities <p>Presenter: Michiko Pane, Director of Pre-Award Operations & SeRA, Office of Sponsored Research, Stanford University</p> <p>WORKSHOP #3: Export Controls/ITAR – How to Avoid Eruptions or Tsunamis</p> <p>Description: Introduction to the basic concepts associated with export controls and university research activities to help keep your faculty and researchers out of trouble! This workshop will focus primarily on the impact of the ITAR on university research. Participants will learn about basic export terms and common myths, determine what is subject to the regulations and what is not, and get the basics on how to manage export control issues on your campus. This workshop will also go beyond the basics and cover the review of proposals and awards for export control issues; how to determine if a license is needed; explain the most common types of export licenses and how to protect export controlled projects; and discuss the export control ramifications of travel and research conducted outside the U.S. Resources and examples will be provided.</p> <p>Learning Outcomes:</p> <ul style="list-style-type: none"> • Participants will learn the common regulatory terms and concepts pertaining to export controls; • Participants will develop familiarity with the organization and content of the export control regulations; • Participants will learn to identify "red flags" that may indicate the need for additional export assessment for a particular grant, contract, or proposed activity; • Participants will better understand the impact export control regulations have on research activities at colleges and universities; • Participants will learn about the different types of export licenses and agreements and the steps to take if a license is needed; • Participants will learn how to protect export controlled projects; and • Participants will understand how to use some of the most common license exceptions and exemptions related to research and travel outside the U.S. <p>Presenter: Kay Ellis, MHR, Export Controls Officer, University of Arizona Presenter: Adilia Koch, Director of Export Compliance, California Institute of Technology</p>
<p>12:00PM-1:00PM</p> <p><i>Kona 4</i></p>	<p>LUNCH for Afternoon Workshop Participants and Faculty</p>
<p>1:15PM-4:30PM</p> <p><i>Kona 1</i></p> <p><i>Audience – General</i></p> <p><i>Level - Basic</i></p>	<p>WORKSHOP #4: Snorkeling Through the Federal Acquisition Regulation (FAR)</p> <p>Description: Negotiating contracts under the Federal Acquisition Regulation (FAR) can be a challenging proposition for even an experienced research administrator. This workshop will introduce participants to how the FAR works, and how to use the FAR to your advantage when negotiating a federal contract (regardless of whether you receive it directly from a federal agency, or as a flow-down from a higher tier contractor).</p> <p>Learning Outcomes: Upon completing the workshop participants will be able to:</p> <ul style="list-style-type: none"> • Identify the prescription for any particular FAR clause; • Determine whether a FAR clause has been appropriately included in a contract;

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	<ul style="list-style-type: none"> Argue to have a FAR clause removed or modified based on its prescription; Identify key FAR clauses and their importance. <p>Presenter: David Mayo, Director, Office of Sponsored Research, California Institute of Technology</p>
<p>1:15PM-4:30PM</p> <p>Kona 2</p> <p>Audience - General</p> <p>Level- Intermediate</p>	<p>WORKSHOP #5: How to be Prepared for an Audit and Avoid the Sharks</p> <p>Description: The auditors are coming. They've asked to see the back-up documentation for the budget. Now where did you put those notes? When you were working on the proposal and budget with the PI, you had a notepad with scribbles. You had the best of intentions ...oh, the stress of it all. Break the cycle. Create good habits that will help you be prepared for an audit. Learn what kind of documentation should be retained. Find out what kinds of questions you might be asked. If equipment was purchased, will the auditor want to look at the invoice? Where is the equipment now? Can it be located should the auditor want to see it? While compliance concerns have always existed, they seem to have reached an all-time high. Universities and colleges are being called to better account for the research funding that has been received. Audits are inevitable and preparing for the audit starts when the proposal is being drafted. Is your institution ready? Are you? It's essential for all members of the research partnership to be prepared. This workshop will focus on being prepared for and surviving an external audit. We will also discuss audit follow up and lessons learned to help you achieve a more effective research compliance program.</p> <p>Presenter: Lynne Yorita, Audit Manager, UCLA Presenter: Gwen Hering, External Audit Coordinator, UCLA</p>
<p>1:15PM-4:30PM</p> <p>Kona 3</p> <p>Audience – General</p> <p>Level - General</p>	<p>WORKSHOP #6: Managing Your Humpbacks: Tools for Optimizing your Personal and Professional Goals</p> <p>Description: What makes you do what you do? Do you know what drains you or energizes you? You have all these “things” that you want to do but you may feel as though there isn't enough time or energy to even explore them. Or you don't know how to tackle all the challenges that the day-to-day brings. This hands-on workshop is designed to empower you to pull it all together into concrete, manageable goals.</p> <p>The first half of this workshop will be devoted to exploring participants' individual preferences, such as emotional quotient, personality, time and stress management, brain dominance and energy patterns. Participants will develop an understanding of how all of these personal preferences together influence their ability/inability to manage their personal and professional lives.</p> <p>With the information gleaned during the first part of the workshop, in the second part of the workshop, each participant will develop a list of professional and personal needs and wants, beginning to understand how personal preferences influence how we manage our personal and professional activities. Finally, participants will come away with the beginnings of a manageable goal plan and have the support of others to carry it through.</p> <p>Presenter: Julie Guggino, Associate Director, Research and Sponsored Programs , Central Washington University Presenter: Paulette Jones, Administrator, Center for Environmental Health Sciences, The University of Montana</p>
<p>1:15PM-4:30PM</p>	<p>WORKSHOP #7: The Compliance Luau: Implementing and Managing Responsible</p>

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<p><i>Waikoloa 2</i></p> <p><i>Audience – General</i></p> <p><i>Level - Intermediate</i></p>	<p>Conduct of Research (RCR) Education Program</p> <p>Description: Responsible Conduct of Research (RCR) education is required for a variety of National Institutes of Health training grants, and for students and postdoctoral fellows on studies funded by National Science Foundation. What steps can you take to develop effective RCR training and to enhance the “culture of compliance” at your institution? This workshop will explain a variety of ethical issues encountered by researchers and will describe proven training techniques for providing the tools necessary to assess and work through those issues. Discussion will include examples of "what works" and "what does not" work and will include recommendations regarding content, methods, compliance, and documentation. Participants will actively share in an analysis of the relevant rules and regulations pertaining to responsible conduct of research, will engage and discuss the ethical principles and relevant cases which justify those rules and regulations, and will better understand how to design and implement instructional programs to ensure compliance with RCR policies.</p> <p>Learning Outcomes:</p> <ul style="list-style-type: none"> Attendees will gain an understanding of a variety of proven techniques for delivering effective research ethics and responsible conduct of research training programs. Attendees will better understand the ethical issues encountered by researchers and how proper training can provide the tools necessary to assess and work through those issues. Attendees will learn how to implement effective teaching methodologies and instructional technologies to enhance teaching and learning effectiveness for all research constituencies. <p>Presenter: Tony Onofrietti, Director of Research Education, The University of Utah, Office of the Vice President for Research</p>
<p>8:30AM-4:30PM</p> <p><i>Kona 5</i></p> <p><i>Audience – Department</i></p> <p><i>Level – Basic/Intermediate</i></p>	<p>WORKSHOP #8: Wading to Swimming to Surfing the Seas of Departmental Research Administration</p> <p>Description: As departmental administrators, you're the face of research administration when working with faculty. Departmental administrators often cover the full award lifecycle, which means you need the knowledge, strategies and the right tools to perform. This full-day workshop will focus on giving departmental administrators knowledge, tools, and strategies to succeed in research administration. Furthermore, we'll explore the ways to learn the best practices from looking at other institutions and their solutions. Topics will include budget preparation, proposal administration and submission, managing awards, cost sharing, providing faculty assistance with project management, record retention, and the department's role in audits. All of these topics will be discussed within the context of knowledge, tools, and strategies that departmental administrators use to help their faculty members perform as principal investigators. The workshop faculty are experienced in research administration at both the departmental and central administration levels, and are able to offer perspectives from different campus areas.</p> <p>Learning Outcomes:</p> <ul style="list-style-type: none"> Participants will learn knowledge, strategies, understanding, and tools on how to manage sponsored programs at the departmental level, and gain best practices from other institutions. <p>Presenter: Samantha J. Westcott, Manager, Sponsored Projects Team, Children’s Hospital, Los Angeles Presenter: Brenda Kavanaugh, Assistant Director, Office of Research and Project Administration, University of Rochester Presenter: Heather Offhaus, Director, Grant Review & Analysis, Office of Research, University of Michigan Medical School</p>

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<p>6:00PM-8:00PM</p> <p><i>Kona Pool</i></p>	<p>OPENING RECEPTION for all Attendees</p> <p>Join friends and colleagues for a fun and relaxing evening by the beautiful Kona Pool and enjoy drinks and appetizers while you visit with old friends and make new ones.</p>
<p>Monday, April 16</p>	
<p>7:30AM-4:30PM</p> <p><i>Waikoloa Promenade</i></p>	<p>Registration Desk Open</p>
<p>7:00AM-8:45AM</p> <p><i>Kona Promenade</i></p>	<p>Continental BREAKFAST</p>
<p>9:00AM-9:15AM</p> <p>9:15AM-10:15AM</p> <p><i>Queen's Ballroom</i></p>	<p>Welcome and Introductions</p> <p>Keynote: The Genius of Collective Leadership: Re-imagining Your Story in the Way Forward</p> <p>Description: Through mo'olelo and case studies, Dr. Benham uses story to invite audience members to reflect on their own cultural/lineage stories, to think deeply about their passions and dreams, and to consider re-imagining a collective, inclusive work environment. Drawing on her work as Dean, Hawai'i inuiākea School of Hawaiian Knowledge (UH Mānoa) and with the W.K. Kellogg Foundation's initiatives: Kellogg Leadership for Community Change (KLCC, 2002-2009) and Engaging Communities in Education (ECE, 2009-present) as well as her work with both the Native American Indian Higher Education Initiative (NAHEI, 1994-2000) and In Our Mother's Voice: Indigenous Educational Models (1996-present), she will present the core concepts of collective leadership: place-based leadership, capacity building, crossing boundaries, effective relationship building, and strengthened infrastructure. This presentation of intergenerational, cross-disciplinary, school-university-community leadership endeavors to illuminate an evolutionary and innovative future that emphasizes leadership as a process for creating community change through collective action.</p> <p>Presenter: Maenette K.P. Benham, Dean, Hawai'i inuiākea School of Hawaiian Knowledge University of Hawai'i at Mānoa</p>
<p>10:15AM-10:30AM</p> <p><i>Kona Promenade</i></p>	<p>BREAK</p>
<p>10:30AM-12:00PM</p> <p><i>Kohala 1</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: General</i></p> <p><i>Level: Basic:</i></p>	<p>Moving Upstream: Building a Program of Interdisciplinary Research Collaboration</p> <p>Description: In this <i>interactive concurrent session</i>, we will describe the collaborative, team-building model that the University of Washington Bothell, Office of Research as adopted, the programs we have introduced to promote interdisciplinary discussions and, ultimately research collaborations, and how we are assessing the effectiveness of these programs. We will report on the rationale for different activities, the assessment process and what this data has told us about the value of these programs to participants. We will discuss what we have learned from developing and executing these activities and how these programs might be applicable to other institutions. We will then break out into smaller discussion groups to compare and contrast programs and</p>

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<p><i>Type: Concurrent</i></p>	<p>their effectiveness across institutions. Participants will be encouraged to share:</p> <ul style="list-style-type: none"> • their institutions experiences with both successful and unsuccessful research development programs, • discuss ideas for new programs. • effective ways of evaluating these programs. <p>Presenter: Charlotte Rasmussen, Ph.D., Research Evangelist, University of Washington Bothell Presenter: Cindy Shirley, CRA, University of Washington Bothell</p>
<p>10:30AM-12:00PM</p> <p><i>Kohala 2</i></p> <p><i>Track: MO</i></p> <p><i>Audience: General</i></p> <p><i>Level: Intermediate</i></p> <p><i>Type: Concurrent</i></p>	<p>Leadership Succession Planning: Developing a Strategy</p> <p>Description: The session will focus on developing a leadership succession strategy. Having a strategy is a valuable tool to grow future leaders and to ensure continuous development within a shifting market. Success by succession planning is an investment that leaders are recognizing as an important strategy with long term benefits. The following topics will be covered:</p> <ul style="list-style-type: none"> • Assessment of Key Positions • Identification of Key Talent • Assessment of Key Talent • Generation of Development Plans • Development of Monitoring & Review <p>Presenter: Rosemary Madnick, Assistant Vice President, Research Administration, Los Angeles Biomedical Research Institute Presenter: Bruce Morgan, Assistant Vice Chancellor for Research Administration, University of California, Irvine</p>
<p>10:30AM-12:00PM</p> <p><i>Kohala 3</i></p> <p><i>Track: PD</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<p>Effective Meetings: Producing Results</p> <p>Description: The session will focus on developing effective meeting strategies. Whether you are creating an agenda, organizing an off-site meeting or aiming to inject some fun into your next meeting, it's all in the planning. The following topics will be covered:</p> <ul style="list-style-type: none"> • Identify meeting purpose • Keys for conducting a successful meeting • Follow-up action items • Monitor action items <p>Presenter: Wendy Rafkin, Administrator, Los Angeles Biomedical Research Institute Presenter: Samantha Eells, M.P.H. Program Coordinator, Los Angeles Biomedical Research Institute</p>
<p>10:30AM-12:00PM</p> <p><i>Kona 1-3</i></p> <p><i>Track: CL</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p>	<p>Intellectual Property: What, Where and Why?</p> <p>Description: Do your eyes glaze over when the words "Intellectual Property" or "IP" show up in a research agreement? You're not alone. This session provides you with the basics on the types of intellectual property that most universities focus on: patents and copyright, plus a brief description of other types of IP. IP terms increasingly show up in all sorts of research agreements, from nonprofit foundation grants, to sponsored research contracts and material transfer agreements. We'll discuss how most research universities handle the intellectual property and data created in their laboratories and offices. The following topics will be covered:</p>

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<p><i>Type: Concurrent</i></p>	<ul style="list-style-type: none"> • Inventions and patents • Copyright • Software and copyright • Data • Trademarks and Trade Secrets <p>Presenter: Sally O'Neil, Manager, Industrial Contracts, Stanford University</p>
<p>10:30AM-12:00PM</p> <p><i>Kona 4</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: General</i></p> <p><i>Level: Basic</i></p> <p><i>Type: Concurrent</i></p>	<p>“Who’s on First” - Pre-Award Basics: A Fundamental Playbook for Beginners</p> <p>Description: This session will focus on developing a “playbook” for pre-award activities and the essential tools for the research administrator. Learning the who, what, where, when and how of pre-award will help keep the process flowing while saving your sanity. The following topics will be covered:</p> <ul style="list-style-type: none"> • Taming a budget • Workload management...aka...dealing with last minute submissions • Key Items to look for when reviewing the funding announcement • Pre-Award Costs <p>Presenter: Marj Townsend, Research Advancement Manager, School of Life Sciences, Arizona State University Presenter: Heather Clark, Assistant Director, Office for Research and Sponsored Projects Administration, Arizona State University</p>
<p>10:30AM-12:00PM</p> <p><i>Kona 5</i></p> <p><i>Track: FM</i></p> <p><i>Audience: General</i></p> <p><i>Level: Intermediate</i></p> <p><i>Type: Concurrent</i></p>	<p>Riding the wave - Ramp up and Wrap up projects</p> <p>Description: This session will cover project close-out activities such as necessary /required documents, useful checklists, and general collection processes associated with a project lifecycle. Techniques for tracking and documenting a research project are essential to successfully meeting project deliverables from ramp up to wrap up.</p> <p>Presenter: Deb Chapman, Director, Business Operations, University of Alaska Fairbanks Presenter: Susie Carson, CIFAR Administrator, University of Alaska Fairbanks Presenter: Michele Dondanville, Director, NIH-CANHR, University of Alaska Fairbanks Presenter: Andrew M. Gray, Director of Sponsored Programs, University of Alaska Fairbanks</p>
<p>12:00-1:15</p> <p><i>Lagoon Lanai</i></p> <p>1:30-2:45PM</p> <p><i>Kohala 1</i></p> <p><i>Track: FM</i></p> <p><i>Audience: Central</i></p> <p><i>Level: Basic</i></p> <p><i>Type: Concurrent</i></p>	<p>LUNCH for all attendees</p> <p>Cost Share and Match – Keeping Your Promises!</p> <p>Description: This session will begin with where to find federal guidance regarding cost sharing and match commitments, and quickly move on to discuss what they are, how to identify them in the proposal stage, track them in the post award stage, and ensure allowability. We'll talk about documenting your commitment(s), reporting on them and then how to handle final closeouts. Some case studies will be presented from both pre and post award perspectives. You will also leave with some samples of forms that are used at the presenters' institutions.</p> <p>Presenter: G. Maggie Griscavage, Director Grants and Contracts Administration, University of Alaska Fairbanks Presenter: Sharyl Kasarskis, Project Development Specialist, The Research Corporation of the University of Hawaii</p>

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<p>1:30PM-2:45PM</p> <p><i>Kohala 2</i></p> <p><i>Track: MO</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<p>Conducting Surveys to Evaluate and Enhance the Research</p> <p>Description: Conducting a survey of the research environment at your university can help to identify and rank matters of concern and/or importance to your internal research community. Colorado State University conducted a “research environmental scan” that was designed to both inform participants and to seek their opinion and ideas. This session will describe the process CSU used and share the results of the survey. Do the results represent universal areas of interest and/or concern across all our institutions? Let’s compare.</p> <p>Presenter: Kathi Delehoy, Colorado State University</p>
<p>1:30PM-2:45PM</p> <p><i>Kohala 3</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p> <p><i>Type: Discussion Group</i></p>	<p>Proposal and Budget Development: Templates and Resources that Simplify the Process</p> <p>Description: This session will focus on faculty support during proposal and budget development. Budget worksheets and templates, ranging from the simple to the most complex, will be shared to assist research and sponsored project personnel who work with faculty to develop budgets for their proposals. The discussion will also include methods used to obtain permission to distribute examples of funded proposals internally, as well as resources for the creation of other key proposal documents. Come prepared to share your experience and your go-to documents, and learn what colleagues are doing to simplify this process.</p> <p>Presenter: Alexandra Roosa, Director, Research and Sponsored Programs, Pepperdine University Presenter: Melissa Teetzel, Sponsored Programs Officer, Pepperdine University Presenter: Sherrie Wagoner, Sponsored Programs Officer, Pepperdine University</p>
<p>1:30PM-2:45PM</p> <p><i>Kona 1-3</i></p> <p><i>Track: PD</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<p>One Step at a Time: Working through Procrastination</p> <p>Description: Are these familiar phrases? “The project is due in a month.” “I’ll get started next week.” “I need to get organized first.” “I work best under pressure.” “I need to get some other things done first, then I’ll get started.”</p> <p>Ninety-five percent (95%) of the population has deemed that they have a chronic or serious problem with procrastination. Procrastinators are often looked at as people who “bite” off more than they can chew, just can’t get themselves organized or know all the excuses for not starting their projects. As procrastinators on the job, people lose faith in the procrastinators, eventually don’t trust the procrastinator and most times the procrastinator are left behind and can’t advance. Collectively, we’ll explore: some of the reasons why procrastination takes over; consequences of letting procrastination take over and understand the power that procrastination has had over you. At the end of our session, you will have started a process through which you can start overcoming the procrastination in your life – breaking down the projects, making room for fun, driving out the bad habits, taking small bites, setting up rewards and through interaction with others in the group have a support group to help you through the pitfalls.</p> <p>“Habits are overcome by other habits”. Having a plan and being better equipped to stay on target will help you live with your procrastination.</p> <p>Presenter: Paulette Jones, Administrator, Center for Environmental Health Sciences, University of Montana</p>
<p>1:30PM-2:45PM</p> <p><i>Kona 4</i></p>	<p>Critical Compliance Components for the Research Administrator</p> <p>Description: The session will focus on how collaboration between department administrators, compliance office and the pre-award office are essential to a successful proposal submission.</p>

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<p><i>Track: CL</i></p> <p><i>Audience: General</i></p> <p><i>Level: Basic</i></p> <p><i>Type: Concurrent</i></p>	<p>Understanding your role, best practices and having a process to identify compliance is essential in avoiding delays of research activities.</p> <p>The following topics will be covered:</p> <ul style="list-style-type: none"> • How routing form and electronic tracking can be used to alert compliance office of issues that need to be addressed • Best Practices • Understanding your role • How collaboration is integral <p>Presenter: Derick F. Jones, Sr. Administrative Service Associate, The Medical Genetics Institute, Cedars-Sinai Medical Center</p> <p>Presenter: Heather Clark, CRA, Assistant Director, Research Administration, Arizona State University</p>
<p>1:30PM-2:45PM</p> <p><i>Kona 5</i></p> <p><i>Track: SA</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<p>NIH Update</p> <p>Description: Don't miss the opportunity to hear the latest administrative and policy changes important to NIH and its grantees. Topics include updates to NIH policies and compliance requirements, creation of our newest Institute (the National Center for Advancing Translational Sciences), electronic submission of post-award materials, highlights of the revised Financial Conflict of Interest regulations, budget issues, the new NIH salary cap, and so much more. Come with questions, leave with answers.</p> <p>Presenter: David Curren, Assistant Grants Policy Officer NIH/OPERA/Division of Grants Pol</p>
<p>2:45PM-3:00PM</p> <p><i>Kona Promenade</i></p>	<p>BREAK</p>
<p>3:00PM-4:30PM</p> <p><i>Kohala 1</i></p> <p><i>Track: CL</i></p> <p><i>Audience: General</i></p> <p><i>Level: Intermediate</i></p> <p><i>Type: Concurrent</i></p>	<p>Conflicts of Interest and Collaborative Science</p> <p>Description: The Office of Research Integrity (ORI) describes education and training in responsible conduct of research (RCR) in terms of nine instructional areas including "Conflicts of Interest and Commitment" and "Collaborative Science". While scientific objectivity and ethical decision-making can be influenced by conflicts of interest and commitment in the research enterprise, often these conflicts arise from a variety of collaborative relationships between academia, industry, government and the different roles of scientists in society. In this highly interactive session, the different types of conflicts of interest and commitment will be presented and their governing principles explained. Ethical issues encountered by researchers and research administrators will be examined in order to better identify and manage conflicts of interest. A variety of collaborations between academia, government and private industry in research and the conflicts of interest that may arise from these relationships will be described.</p> <p>Presenter: Tony Onofrietti, Director of Research Education, The University of Utah, Office of the Vice President for Research</p>
<p>3:00PM-4:30PM</p> <p><i>Kohala 2</i></p> <p><i>Track: FM</i></p> <p><i>Audience: General</i></p>	<p>Multi Layered Complex Projects – Staying ahead of the lava flow</p> <p>Description: Whether you are new at project management, or an experienced leader, project management will continue to reveal itself as part art, part science, and part major headache! This session will introduce complex project management techniques, such as those used for creating cross-functional schedules, managing shared resources, and aligning project portfolios, together with the widespread use of personal computers and growing sophistication and availability of project management software tools which have improved the effectiveness of a methodology for addressing a variety of project problems.</p>

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<p><i>Level: Intermediate</i></p> <p><i>Type: Concurrent</i></p>	<p>Presenter: Michele Dondanville, Director, NIH-CANHR, University of Alaska Fairbanks Presenter: Andrew M. Gray, Director of Sponsored Programs, University of Alaska Fairbanks Presenter: Deb Chapman, Director, Business Operations, University of Alaska Fairbanks Presenter: Susie Carson, CIFAR Administrator, University of Alaska Fairbanks</p>
<p>3:00PM-4:30PM</p> <p><i>Kohala 3</i></p> <p><i>Track: SA</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p> <p>3:00PM-4:30PM</p> <p><i>Kona 1-3</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: General</i></p> <p><i>Level: Advanced</i></p> <p><i>Type: Concurrent</i></p>	<p>Research.gov: It's Sexy and We Know IT!</p> <p>Description: This session will provide an overview of how NSF is leveraging its FastLane capabilities, experience, and expertise to deliver common IT services to the research grant community. This will include information about current grants management tools available on Research.gov, such as the Project Outcomes Report for the General Public and the Federal Financial Report. The session will also cover the Research Performance Progress Report (RPPR) and NSF's plans to implement submission via Research.gov.</p> <p>Presenter: Samantha Hunter, Policy Specialist, Policy Office, Division of Institution & Award Support, Office of Budget, Finance & Award Management</p> <p>Research Administration Organizational Structures: What's the "right fit" for your Institution?</p> <p>Description: The session will review organizational structures for research administration employed by research institutions. It will examine the pros and cons of each approach and how to assess the structure at your institution to maximize its effectiveness and efficiency. No one size fits all. Come peruse the possibilities. The following topics will be covered:</p> <ul style="list-style-type: none"> • Review of Primary Research Administration Areas • Discussion of Central vs. Localized Models • Concepts on Centralization of Research Administration Activities • Should one be the Jack of All Trades or Separate Duties? • Examination of Culture and its Impact upon Structure <p>Presenter: Barbara A. Cole, Associate Vice President, Office of Research Administration, University of Miami</p>
<p>3:00PM-4:30PM</p> <p><i>Kona 4</i></p> <p><i>Track: MO</i></p> <p><i>Audience: General</i></p> <p><i>Level: Advanced</i></p> <p><i>Type: Concurrent</i></p>	<p>Doing More With Less – A Success Story</p> <p>Description: How can you manage an ever growing research enterprise, increased reporting and compliance requirements with fewer staff and no significant gains in automation? At this session, representatives from ASU and USC will share their best practices and experiences of doing more with less. The session will focus on the following topics:</p> <ul style="list-style-type: none"> • Process documentation and standardization • Implementation of performance metrics • Best practices based on methodology • Maintaining customer service • Lessons learned • Future opportunities <p>Presenter: Tamara Deuser, Assistant Vice President, Research Operations, Arizona State University Presenter: Jeri Muniz, Executive Director, Contracts and Grants, University of Southern California</p>

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<p>3:00PM-4:30PM</p> <p><i>Kona 5</i></p> <p><i>Track: MO</i></p> <p><i>Audience: General</i></p> <p><i>Level: Basic</i></p> <p><i>Type: Concurrent</i></p>	<p>Project Management for the Research Administrator</p> <p>Description: The session will focus on the basics of Project Management building to a practical application. Tactics of using the concepts in your office will give you a take-away tool to move through those projects begging for progress on your desk! The following topics will be covered:</p> <ul style="list-style-type: none"> • 4 Basic Elements of Project Management • Fighting Scope Creep • Roles you need on your project team • Practical application of concepts <p>Presenter: Allison Weber, Director, Office of Research Administration, Los Angeles Biomedical Research Institute Presenter: Lisa Mosley, CRA, Director, Research Advancement, Office of Knowledge Enterprise Development, Arizona State University</p>
<p>5:00PM-6:00PM</p> <p><i>Grand Staircase</i></p>	<p>NEW MEMBER Reception</p> <p>This is a great opportunity for new members to meet other new members, as well as the Regional officers and Program Committee members. Please enjoy drinks and appetizers, mingle, network, and learn more about NCURA.</p>
<p>6:00PM -</p>	<p>DINNER on your own</p>
<p>Tuesday, April 17</p>	
<p>7:30AM-4:30PM</p> <p><i>Waikoloa Promenade</i></p>	<p>REGISTRATION/INFORMATION Desk Open</p>
<p>7:00AM-8:45AM</p> <p><i>Kona Promenade</i></p>	<p>Continental BREAKFAST</p>
<p>9:00AM-10:15AM</p> <p><i>Kohala 1</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: General</i></p> <p><i>Level: Intermediate</i></p> <p><i>Type: Concurrent</i></p>	<p>How to Develop, Implement and Manage Successful International Collaborations</p> <p>Description: This session will focus on strategies to develop successful collaborations and include a discussion of both deterrents and reasons to collaborate; planning strategies; and time management. The session will include presenting the necessities of roles and responsibilities, financial considerations, compliance, pre-submission agreements (e.g. confidentiality, IP, etc.) and an overview of funding agreements.</p> <p>Presenter: David Mayo, Director of Sponsored Research, California Institute of Technology Presenter: Denise Wallen, PhD, Senior Fellow, RWJF Center for Health Policy, Research Assistant Professor, College of Education, The University of New Mexico</p>
<p>9:00AM-10:15AM</p> <p><i>Kohala 2</i></p> <p><i>Track: PD</i></p> <p><i>Audience: General</i></p>	<p>You're in Charge of Yourself – Self-Guided Professional Development</p> <p>Description: How do you get from here to there? Do you know what you want to be when you grow up? How many skills does it take to climb the career ladder? Which career ladder should you climb? What if no one asks you these questions? This session will focus on self-directed strategies to enhance your professional development from both a technical and non-technical perspective. The presenters will share some strategies that have worked for them, and will invite participants to share their experiences as well.</p>

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<p><i>Level: General</i></p> <p><i>Type: Discussion Group</i></p>	<p>Presenter: Lisa Mosley, Director, Research Advancement, Arizona State University Presenter: Samantha Westcott, Manager, Sponsored projects Team at Children's Hospital Los Angeles Presenter: Josie Jimenez, Associate Director, Office of Grants & Contracts, New Mexico State University</p>
<p>9:00AM-10:15AM</p> <p><i>Kohala 3</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: General</i></p> <p><i>Level: Intermediate</i></p> <p><i>Type: Concurrent</i></p>	<p>Guerilla Grant Development: How (PUI) SROs can make Faculty Applications More Competitive</p> <p>Description: Especially in a time of dwindling institutional resources, faculty members want to bring in grants- for a variety of reasons. Sometimes they need funding to advance or maintain their research program and sometimes they just want money. Either way, at most institutions they need to work with the Office of Sponsored Research to submit their application (and manage the award if one comes in). SRO roles vary by institution, but we all wear many hats. Most of us make sure that the institutional "t's" are crossed and "l's" are dotted; and the last thing we want is for an application to be rejected because it doesn't comply with the agency/sponsor guidelines. But what more can we—as SROs—do to increase the likelihood of success? How can we help faculty members improve their grant readiness? And once they're ready, how can we help faculty members turn their great idea(s) into a great proposal?</p> <p>Objectives: In this interactive session, presenters and participants will:</p> <ul style="list-style-type: none"> • Identify the roles SROs play and discuss how each role contributes to grant and research development • Define and identify features of "grant readiness" • Brainstorm guerilla tactics that lead to competitive, fundable proposals <p>Participants will leave this session with:</p> <ul style="list-style-type: none"> • Tools to help faculty assess their grant readiness • New ideas and tactics to help faculty make their proposals more competitive <p>Presenter: Kelly DeFatti, Director of Sponsored Research, Lewis & Clark College Presenter: Kendra Mingo, Associate Director for Faculty Research, Willamette University</p>
<p>9:00AM-10:15AM</p> <p><i>Kona 1-3</i></p> <p><i>Track: MO</i></p> <p><i>Audience: General</i></p> <p><i>Level: Intermediate</i></p> <p><i>Type: Concurrent</i></p>	<p>Research Facility Construction: Private vs. Federal Funding</p> <p>Description: Long gone are the days when research administrators just handled research grants – now we're expected to know everything and anything. The economic recession has contributed to this change by making funding for research facility construction more difficult to obtain from traditional sources. Consequently, research administrators are being thrust into the world of construction projects. While the federal government continues to contribute to research facility construction projects, institutions are increasingly relying on private sponsors and donors to fill funding gaps. This interactive session will explore the differences in authority and intent between federally-funded and privately-funded research facility construction awards. By examining two real-life case studies from California, the presenters will share the challenges facing research administrators who are coordinating construction projects and lead a discussion with the audience regarding effective practices and strategies for managing these types of projects.</p> <p>Presenter: Mark Warner, Associate Vice Chancellor for Administration, Office of Research, University of California, Irvine Presenter: Alison Yeung, Contract and Grant Officer, Office of Research, University of California, Irvine Presenter: Bruce Morgan, Assistant Vice Chancellor for Research Administration, Office of Research, University of California, Irvine</p>

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<p>9:00AM-10:15AM</p> <p><i>Kona 4</i></p> <p><i>Track: CL</i></p> <p><i>Audience: General</i></p> <p><i>Level: Basic</i></p> <p><i>Type: Concurrent</i></p>	<p>Export Controls – Just the Basics</p> <p>Description: This session will focus on export control basics for new administrators and will answer questions such as: What are export control regulations? What is the fundamental research exclusion and when does it apply? What are the technologies I need to be concerned about? What are the strategies for negotiating export control language in agreements and contracts? What else should I be concerned about? Session will include examples and scenarios.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Explain export control regulations and the fundamental research exclusion • Identify export control issues related to international travel, visitors, collaboration and physical exports • Explain strategies for negotiating export control issues • Describe technologies likely to trigger export control concerns <p>Presenter: Marci Copeland, Export Control Administrator, University of California, Irvine Presenter: Adilia Koch, Director, Export Compliance, CalTech Presenter: Kay Ellis, Export Controls Officer, University of Arizona</p>
<p>9:00AM-10:15AM</p> <p><i>Kona 5</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<p>Data Management Plans: Preserving the Products of Research</p> <p>Description: The recent addition of data management plans to the list of required documents for NSF proposals represents the broader push for open data and has lead institutions to adapt, react, and implement. Where do PIs at your institution turn for the preservation and dissemination of data? What resources have you provided for PIs as they craft data management plans and put those plans into practice? This session will provide a forum to share best practices.</p> <p>Presenter: Alexandra Roosa, Director, Research and Sponsored Programs, Pepperdine University Presenter: Melissa Teetzel, Sponsored Programs Officer, Pepperdine University Presenter: Sherrie Wagoner, Sponsored Programs Officer, Pepperdine University</p>
<p>10:15AM-10:30AM</p> <p><i>Kona Promenade</i></p>	<p>BREAK</p>
<p>10:30AM-11:45AM</p> <p><i>Kohala 1</i></p> <p><i>Track: PD</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<p>LEAD Me Mentee Leadership Project Presentations</p> <p>Description: The Region VI Education and Professional Development Committee, now in its fourth year of programming, invites you to attend an interactive session focusing on LEAD Me Mentee “Personal Best Project” presentations. Projects will focus on and demonstrate how each Mentee utilizes the five core leadership practices espoused in the Leadership Challenge by authors James Kouzes and Barry Posner i.e., Model the Way, Inspire a Shared Vision, Challenge the Process, Enable Others to Act, and Encourage the Heart. Mentee projects also present solutions and/or improvements to real workplace research administration needs, improvements and/or solutions. Each Mentee, upon completion of his/her project will actively seek your feedback about the viability of his/her plans, sharing of related experiences and resulting outcomes. Finally, there will be an opportunity for you to learn about the program’s goals and objectives, Mentee and Mentor expectations, program activities and participant testimonials. Join us.</p> <p>Presenter: Linda W. Patton, MS, CRA, Director, Extramural Funding Opportunities California State University, Fullerton</p>

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<p>10:30AM-11:45AM</p> <p><i>Kohala 2</i></p> <p><i>Track: CL</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<p>It's Effort Certification, not Rocket Science</p> <p>Description: In this session we'll tell you where to find the language that makes effort certification mandatory, what the federal government is looking for as effort certification compliance, how to speak to individuals getting paid from federal awards about why it's necessary and how important it is, and give you some tips on what makes oversight of effort reporting compliance effective. Presenters will share how their university handles it, and what their training efforts are to make sure everyone knows about it.</p> <p>Presenter: G. Maggie Griscavage, Director Grants & Contracts Administration, University of Alaska Fairbanks Presenter: Michelle Dondanville, Program Coordinator, University of Alaska Fairbanks Presenter: Allison Weber, Director, Office of Research Administration, Los Angeles Biomedical Research Institute</p>
<p>10:30AM-11:45AM</p> <p><i>Kohala 3</i></p> <p><i>Track: SA</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<p>Creating and Sustaining Successful Relationships with Private Foundations</p> <p>Description: This session will provide an interactive environment to explore the elements of a successful relationship between universities and private foundations. Drawing on the experience of a successfully funded center at a research university, we will discuss strategies for securing and renewing grant and endowment funds, managing awards, and both building and sustaining a vital relationship.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Develop an understanding of the foundation culture(s) • Provide information on how to navigate and negotiate the road to successful private funding • Provide proven strategies for successfully securing, stewarding, and managing private awards • Provide strategies for sustainability • Offer strategies for working across domains of a university Center, central administration and a university foundation/development office <p>Presenter: Denise Wallen, PhD, Senior Fellow, RWJF Center for Health Policy, Research Assistant Professor, College of Education, University of New Mexico Presenter: Charlene Porsild, PhD, Assistant Director, RWJF Center for Health Policy, Research Associate Professor, American Studies, University of New Mexico</p>
<p>10:30AM-11:45AM</p> <p><i>Kona 1-3</i></p> <p><i>Track: SA</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<p>NIH Financial Conflict of Interest Regulations</p> <p>Description: Are you ready for August 24, 2012? That's the full implementation date for the revised NIH FCOI regulation. If not, come for an in-depth look at the revised regulation including discussion of changes from the previous regulation, important FCOI definitions, institutional responsibilities, reporting requirements, issues with public accessibility of FCOIs, and a series of case studies to test your understanding.</p> <p>Presenter: David Curren, Assistant Grants Policy Officer NIH/OPERA/Division of Grants Policy</p>
<p>10:30AM-11:45AM</p> <p><i>Kona 4</i></p> <p><i>Track: MO</i></p>	<p>Getting Social: Applying Social Media to Research</p> <p>Description: Recognizing the growing influence of social media, research administrators have embraced these new technologies to enable communication and information sharing among their institutions faculty, staff, and students. This discussion group will assume a basic working</p>

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<p><i>Audience: General</i></p> <p><i>Level: Intermediate</i></p> <p><i>Type: Discussion Group</i></p>	<p>knowledge of social media tools and focus on exploring the question of how social media will affect research administration and how it can best be used to advance the field and profession.</p> <p>We will share our experiences utilizing various social media (Facebook, YouTube, Twitter, etc.) and discuss the strengths and challenges of each media form. We will explore their potential to disseminate information to faculty and research administrators related to funding opportunities, proposal processing and policies, as well as their capability to provide PI training and professional development opportunities.</p> <p>Presenter: Esther Pratt, Faculty Research Development Coordinator, Office of Grants & Research Development, Washington State University</p> <p>Presenter: Dan Nordquist, Director, Office of Grants & Research Development Washington State University</p>
<p>10:30AM-11:45AM</p> <p><i>Kona 5</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: General</i></p> <p><i>Level: Advanced</i></p> <p><i>Type: Concurrent</i></p>	<p>Implementing Electronic research administration systems - what are the things that matter?</p> <p>Description: Transitioning your organization to new electronic systems takes dedicated business expertise. Business needs should always drive the technical solutions to research administration needs. What things should be taken into consideration to determine if a commercial product is right for your organization? When might you decide to build your own? There are numerous factors that go into the decision, and this session will discuss critical components, including budget, timeline, scope, process re-engineering, and university politics. This session will also discuss the important things to consider in system design and implementation, and how it might impact other business units at your institution.</p> <p>Presenter: Dennis J Paffrath, Assistant Vice President for Sponsored Programs Administration, University of Maryland</p> <p>Presenter: Lisa Mosley, Director of Research Advancement, Arizona State University</p> <p>Presenter: Michiko Pane, Director of Pre-Award Operations and SeRA, Stanford University</p>
<p>12:00PM-1:15PM</p> <p><i>Queen's 5-6</i></p>	<p>REGION VI Lunch/Business Meeting</p> <p>Alaska – California – Hawaii – Nevada – Oregon - Washington</p>
<p>12:00PM-1:15</p> <p><i>Kona 1-3</i></p>	<p>REGION VII Lunch/Business Meeting</p> <p>Arizona – Colorado – Idaho – Montana – New Mexico – Utah - Wyoming</p>
<p>1:30PM-2:45PM</p> <p><i>Kohala 1</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: Central</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<p>Measuring the needs of faculty and department administrators for enhanced performance: A Balanced Scorecard Approach</p> <p>Description: This session will review research results of the preferred services important to faculty and department administrators in both public and private academic settings. Assessing the performance of the centralized Office of Research Administration using the typical performance metrics may not be in congruence with the needs and desires of the faculty and the department administrators. Using these preferred services, this session will focus on how a Balanced Scorecard Approach can be adapted to a college or university. The following topics will be covered:</p> <ul style="list-style-type: none"> • Services important to faculty at public universities and colleges • Services important to faculty at private universities and colleges • Services important to department administrators at public universities and colleges • Services important to department administrators at private universities and colleges • Development of the Balance Scorecard Approach for centralized offices of sponsored research administration.

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<p>1:30PM-2:45PM</p> <p><i>Kohala 2</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: Central</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<p>Presenter: Kimberley W. Cole, Ph.D., CPA, Assistant Dean, University of California, Davis</p> <p>Going Green... Bury the paper before it buries you</p> <p>Description: The paperless office concept has been around for years. For many people, the concept is harder to grasp than making it a reality. The session will focus on a normal research administration environment and how to take the simple steps toward the goal of not having to constantly manage piles of files in the office. The presenters will go through a few decisive steps that can be applied over time and can dramatically reduce if not eliminate the paper... eventually going green.</p> <p>The following topics will be covered:</p> <ul style="list-style-type: none"> • Why go paperless? • Benefits of becoming paperless • What is needed to go paperless • How to start the process of becoming paperless <p>Presenter: Janice Crane, Senior Grants & Contracts Officer, Los Angeles Biomedical Research Institute</p> <p>Presenter: Teri Hansen, Senior Contracts & Grants Administrator, University of Southern California</p>
<p>1:30PM-2:45PM</p> <p><i>Kohala 3</i></p> <p><i>Track: PD</i></p> <p><i>Audience: General</i></p> <p><i>Level: Basic/Intermediate</i></p> <p><i>Type: Concurrent</i></p>	<p>Presentation and Training Delivery Skills: How to Engage Your Audience</p> <p>Description: By delivering presentations we learn more about the subject matter we are presenting and we increase our visibility with our clients, stakeholders and peers. In this session we will focus on reducing presentation anxiety through successful preparation, gaining audience participation, sending the message you want and how to handle difficult participants.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Prepare for a successful presentation • Use adult learning principles to increase the participation of your audience • Use your voice, tone, body language to convey the message you want • Identify tactics for handling difficult participants <p>Presenter: Marci Copeland, Export Control Administrator, University of California, Irvine</p> <p>Presenter: Samantha Westcott, Manager, Sponsored Projects Team, Children's Hospital Los Angeles</p>
<p>1:30PM-2:45PM</p> <p><i>Kona 1-3</i></p> <p><i>Track: FM</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<p>Sponsored Research Jeopardy</p> <p>Description: We all need to know and understand the myriad of regulations and requirements that govern sponsored research. But, how interesting can learning these be? Join us for a fun, interactive session playing Jeopardy!... whether you're new to A-21, effort reporting, and cost transfers or just refreshing your knowledge.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Understand the regulations and requirements governing sponsored research • Learn about sponsored research hot topics affecting your institution (e.g., conflicts of interest, export controls, effort reporting). <p>Presenter: Bruce Morgan, Assistant Vice Chancellor for Research, University of California, Irvine</p> <p>Presenter: Kim Ginn, Director, Baker Tilly</p>

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<p>1:30PM-2:45PM</p> <p><i>Kona 4</i></p> <p><i>Track: CL</i></p> <p><i>Audience: General</i></p> <p><i>Level: Intermediate</i></p> <p><i>Type: Concurrent</i></p>	<p>Clinical Trial Agreements and Research Agreements – How They Differ</p> <p>Description: This presentation is geared toward contract negotiators who are familiar with industry research contracts terms and negotiations, but not with the special terms and conditions that apply to clinical trials for drugs and/or devices.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Identify terms and conditions that are specific to clinical trials • Identify terminology in Clinical Trials that have hidden meanings • Negotiation tips <p>Presenter: Helene Orescan, JD, Director Clinical Trial Contracts, University of California, Los Angeles</p> <p>Presenter: Tam K. Tran, MPH, Assistant Director Sponsored Projects, University of California, Irvine</p>
<p>1:30PM-2:45PM</p> <p><i>Kona 5</i></p> <p><i>Track: SA</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<p>National Science Foundation – Update</p> <p>Description: This session will cover new developments at NSF - programs, policies, people and budgets. Senior NSF staff will provide a comprehensive review of what is new and developing at the National Science Foundation. Key administration initiatives and important recent and upcoming policy changes will be discussed. Topics will include acceleration of American Recovery and Reinvestment Act (ARRA) awards, revision of the NSF merit review criteria recommended by the National Science Board (NSB), changes to NSF's terms and conditions and an update on the Research Performance Progress Report (RPPR). Information on the progress of NSF's modernization of FastLane with Research.gov also will be provided.</p> <p>Presenter: Samantha Hunter, Policy Specialist, Policy Office, Division of Institution & Award Support, Office of Budget, Finance & Award Management</p>
<p>2:45PM-3:00PM</p> <p><i>Kona Promenade</i></p>	<p>BREAK</p>
<p>3:00PM-4:30PM</p> <p><i>Kohala 1</i></p> <p><i>Track: PD</i></p> <p><i>Audience: General</i></p> <p><i>Level: Advanced</i></p> <p><i>Type: Concurrent</i></p>	<p>Employee Development and Engagement</p> <p>Description: Research Operations at Arizona State University has recently revamped its focus on employee development. This session will focus on employee development that goes beyond standard 'training' and traditional professional development courses. The following topics will be addressed:</p> <ul style="list-style-type: none"> • Alignment of career progression paths for both central administrators and department administrators such that gathering experience from both areas is key to advancement on the career ladder • Creation of a framework for evaluating employees not only on their technical expertise or years of experience but also for their engagement in the organization and for active participation in training opportunities • Creative ways to address employee satisfaction to ensure that employees own the identification and resolution of challenges rather than creating a management vs. employee dynamic <p>Presenter: Tamara Deuser, Assistant Vice President, Research Operations, Arizona State University</p> <p>Presenter: Heather Clark, Assistant Director, Proposal & Negotiations Team, Arizona State University</p>

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<p>3:00PM-4:30PM</p> <p><i>Kohala 2</i></p> <p><i>Track: CL</i></p> <p><i>Audience: Central</i></p> <p><i>Level: Intermediate</i></p> <p><i>Type: Concurrent</i></p>	<p>What the heck is “FFATA”?</p> <p>Description: The session will focus on explaining the Federal Funding Accountability and Transparency Act of 2006 (FFATA) and how it relates to federal grants, subawards, consortiums and contracts. The following topics will be discussed:</p> <ul style="list-style-type: none"> • Define/explain FFATA • Who is required to file a FFATA report? • FFATA Subaward Reporting System (FSRS) • FFATA Information Center • Reporting Timeline for Prime Contractors <p>Presenter: Janice Crane, Senior Grants & Contracts Officer, Los Angeles Biomedical Research Institution</p> <p>Presenter: Allison Weber, Director, Office of Research Administration, Los Angeles Biomedical Research Institution</p>
<p>3:00PM-4:30PM</p> <p><i>Kohala 3</i></p> <p><i>Track: FM</i></p> <p><i>Audience: General</i></p> <p><i>Level: Intermediate</i></p> <p><i>Type: Concurrent</i></p>	<p>Cost Transfers – Red Flag or White Flag?</p> <p>Description: Are your cost transfers poorly done (Red Flag) or are they overwhelming you (White Flag)? This session will describe the cost transfer process. We will review what is allowable, what’s unallowable and what steps can be done to minimize audit risks. We will discuss what type of policy or procedures could be helpful in taming the cost transfer monster. Some sample forms that are used at the presenters’ institution will be shown.</p> <p>Presenter: Mona Weer, Financial Manager, The University of Montana</p> <p>Presenter: Paulette Jones, Administrator, Center for Environmental Health Sciences, The University of Montana</p>
<p>3:00PM-4:30PM</p> <p><i>Kona 1-3</i></p> <p><i>Track: CL</i></p> <p><i>Audience: Central</i></p> <p><i>Level: Advanced</i></p> <p><i>Type: Concurrent</i></p>	<p>Non-Financial Compliance – News and Notes for Discussion</p> <p>Description: This concurrent discussion session will focus on success strategies and on how to do’s and whys in areas of non-financial compliance including IRB, IACUC, FCOI, Misconduct in Research, Biosafety, Code of Business Ethics and Export Controls. Planning ahead for success in implementing new compliance strategies is critical during these times of ever increasing non-financial compliance oversight demands. The discussion is intended for the senior and intermediate learners and those from a general non-financial compliance audience. Many of the topics for discussion will focus on the strategies for implementing the requirements that are hot in the news from our federal partners in the world of non-financial compliance. There will be lots of time for interactive discussion among attendees to share problem solving strategies, success stories and discuss challenges. Topic themes will be available in advance of the meeting.</p> <p>Presenter: Debra Murphy, Director, Research Integrity and Assurance, Arizona State University</p>
<p>3:00PM-4:30PM</p> <p><i>Kona 4</i></p> <p><i>Track: MO</i></p> <p><i>Audience: General</i></p>	<p>Foreign Nationals and I-129s: What Every University Should Know</p> <p>Description: Effective 2011, the Department of Homeland Security updated Form I-129 "Petition for Non-immigrant Worker" to require that all employers provide an export license determination in order to employ certain non-immigrant workers, including individuals in H-1B and O-1 status.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • What is your responsibility? • Do you have sufficient information and knowledge to make an informed decision?

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<p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<ul style="list-style-type: none"> • What organizations in your institution should be involved in the sign-off process? • Which regulations apply? • How do you go about setting up your own university program? • How do other universities address this issue? <p>Learn about this fairly new DHS requirement and about university best practices that will help you meet the DHS requirement. We will share our own experiences, forms, processes and resources. You'll sleep better at night!</p> <p>Presenter: Adilia Koch, Director of Export Compliance, California Institute of Technology Presenter: Kay Ellis, Export Control Officer, University of Arizona</p>
<p>3:00PM-4:30PM</p> <p><i>Kona 5</i></p> <p><i>Track: FM</i></p> <p><i>Audience: General</i></p> <p><i>Level: Intermediate</i></p> <p><i>Type: Concurrent</i></p> <p>6:00PM-9:00PM</p> <p><i>Lagoon Lanai</i></p>	<p>Aloha to A-21</p> <p>Description: While OMB Circular A-21 has been with us since the mid-1790's, this session will say hello ("aloha") to certain costing items in OMB Circular A-21 and their applicability. Other parts of the circular that may not be as well-known will also be discussed. The presenters will dive into some lesser known parts of Section J and K as well.</p> <p>Presenter: Patricia A. Hawk, Director, Sponsored Programs, Oregon State University Presenter: David Mayo, Director, Sponsored Research, California Institute of Technology</p> <p>DINNER for all attendees and registered guests – Luau!</p> <p>Join us and Tihati Productions: The Legends of the Pacific Luau dinner and show presents dramatic Polynesian dances and music of the Pacific Rim including the breath taking Fireknife Dancer.</p>
<p>Wednesday, April 18</p>	
<p>7:30AM-11:00AM</p> <p><i>Waikoloa Promenade</i></p> <p>7:00AM-8:45AM</p> <p><i>Lagoon Lanai</i></p>	<p>INFORMATION DESK Open</p> <p>Buffet BREAKFAST</p>
<p>9:00AM-10:15AM</p> <p><i>Kohala 1</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: General</i></p> <p><i>Level: General</i></p> <p><i>Type: Concurrent</i></p>	<p>Diva Management</p> <p>Description: The current economic crisis threatens the NIH budget and with it, the pace of scientific discovery. Rather than implementing reactive cost reduction strategies, it is time for research institutions to adopt long term, sustainable approaches to cost control. Continuous Process Improvement (CPI) can have a dramatic effect on productivity, cost and quality within the Research setting. (Axelrod, 2011)</p> <p>In October of 2011, the Office of Sponsored Research at Seattle Children's Research Institute embarked on the CPI journey massively transforming our processes and culture. The results have been dramatic and completely worth every research institution's attention. This presentation will focus on the "change of culture challenges" between the PI, the Department and the Central Research Administration Office during the transition to CPI line work in the Office of Sponsored Research. One of the department administrator's most crucial roles is to translate the communications between the central office and the PI. It is important therefore, that The Central Office standardize communications and methods that mitigate any possible negative interpretations by the PI. Ultimately, achieving this balance between the central office,</p>

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<p><i>Kohala 2</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: Department</i></p> <p><i>Level: Basic</i></p> <p><i>Type: Concurrent</i></p>	<p>the department administrator and the PI should result in waste reduction, enhanced effectiveness, standard work methods, clear communication, increased collaboration, and the ability to allow the artists to tend to their art.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Evaluate the SCRI CPI OSR experience and analyze whether or not the principles of the Toyota Way and lean management are valuable to their institution. • Provide thick description of the cultural shifts that occur during the CPI transition. • Identify foundational understanding of CPI basics and language which engage people in collaborative, in-depth problem solving that addresses root causes of communication breakdown issues. <p>Presenter: Cynthia Bellas, Manager OSR and Pre Award Compliance Office of Sponsored Research Seattle Children's Research Institute</p> <p>T-32 Training Grants and the Department Administrator</p> <p>Description: This session will offer an overview of the T-32 training grants from the departmental administrator perspective. Both the pre and post award administrative responsibilities of these awards are unique and require a great deal of data and organization. Guidance on proposal preparation basics as well as the ins and outs of the day to day management of these complex awards will be discussed.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Participants will receive guidance on submission of T-32 applications; form completion, budget guidelines, significance of data required • Participants will learn the appointment and termination guidelines • Participants will gain knowledge in the post award administrative requirements of the T-32 award • <p>Presenter: Glenda Bullock, Manager of Business Operations, Washington University Presenter: Brenda Kavanaugh, Assistant Director, Office of Research & Project Administration, University of Rochester</p>
<p><i>Kohala 3</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: Central</i></p> <p><i>Level: Basic</i></p> <p><i>Type: Concurrent</i></p>	<p>Back to Basics: Essential Clauses Contained in Non-Federal Contracts</p> <p>Description: This session will focus on key provisions that should be contained in every (non-federal) contract. In addition to identifying such provisions and discussing their meaning and purpose, this session will also look at problematic language often associated with each of these essential clauses.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Identify which provisions are essential to a research agreement • Understand the legal meaning of the terms and conditions • Spot issues and problematic language, and recognize when essential clauses are missing • Understand how the clauses are interrelated <p>Presenter: Sally O'Neil, Manager, Industrial Contracts Office, Stanford University Presenter: Cynthia Wells, Director, Sponsored Programs Administration, University of California, Riverside</p>
<p><i>Kona 1-3</i></p> <p><i>Track: PD</i></p>	<p>Leadership without the Title</p> <p>Description: Have you met individuals who are great leaders in their organization but do not hold a</p>

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<p><i>Audience: General</i></p> <p><i>Level: Intermediate/Advanced</i></p> <p><i>Type: Concurrent</i></p>	<p>leadership title? In this session we will discuss behaviors that create leadership whether you are or are not currently “the boss”. This session will provide examples of learning leadership skills, becoming self-aware, building trust and adapting to communication styles.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Describe the leadership continuum, personal strengths and opportunities • Identify skills and behaviors that build trust and respect with colleagues, stakeholders and other leaders • Adapt to different communication styles and situations to increase your success in reaching personal and organizational goals • Promote effective change in the workplace without being in charge <p>Presenter: Nancy Lewis, Director, Sponsored Projects Administration, University of California, Irvine Presenter: Allison Ramos, Principal Contract and Grant Officer, University of California, Irvine Presenter: Samantha J. Westcott, Manager, Sponsored Projects Team, Children’s Hospital Los Angeles</p>
<p><i>Kona 4</i></p> <p><i>Track: FM</i></p> <p><i>Audience: General</i></p> <p><i>Level: Intermediate</i></p> <p><i>Type: Concurrent</i></p> <p>10:15AM-10:30AM</p> <p><i>Kona Promenade</i></p>	<p>Preparing for Change: How the Proposed Revisions to A-21 Impact You!</p> <p>Description: Circular A-21, the OMB guidance on determining costs applicable to grants, contracts and other agreements between the Federal government and educational institutions and to provide a clear mechanic for the Federal government to share in associated costs, is about to change! This session will arm you with guidance on anticipated changes and how they may impact you.</p> <p>In 2011, an interagency task force was established to consider means of improving A-21, and in July 2011, comments were solicited from educational institutions, professional societies and the general public. 154 comments were received and were publicly posted in late November 2011. Among these, two sets of comments were widely endorsed - those submitted by COGR and those submitted by AAU/APLU. It is anticipated that recommended changes to A-21 may be presented to the Research Business Models working group A-21 task force prior to the NCURA regional meeting in April.</p> <p>If the recommended changes have been publicly announced prior to the meeting, this session will cover the recommended mark-up to A-21. If the changes are not yet publicly available, we will discuss the COGR and AAU/APLU recommendations which include comments in the following areas:</p> <ul style="list-style-type: none"> • Effort Reporting • F&A Rates • Administrative/Project Management Support • Audits/Monitoring • Cost Sharing • Utility Cost Adjustment <p>Either way, you will leave with a solid grounding in the anticipated changes to A-21.</p> <p>Presenter: Cheryl Birch, Director of Finance, Administration, and Human Resources Institute for Creative Technologies, University of Southern California Presenter: Andres Chan, Senior Manager, Office of Financial Analysis, University of Southern California Presenter: Dava Casoni, Contracts and Compliance Advisor, Institute for Creative Technologies, University of Southern California</p> <p>BREAK</p>

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<p>10:30AM-11:45AM</p> <p><i>Kohala 1</i></p> <p><i>Track: MO</i></p> <p><i>Audience: General</i></p> <p><i>Level: Intermediate/Advanced</i></p> <p><i>Type: Concurrent</i></p>	<p>How to Work with Internal Audit to Utilize Enterprise Risk Management in a Research Environment</p> <p>Description: Research institutions face a multitude of risks every day, from exposing protected data or scientific misconduct, to lab safety concerns or natural disasters. These risks are enough to cause sleepless nights for management and administrators. With so many things that could go wrong, it seems like a full-time job just staying up to speed with the daily operations and “fighting fires”. Luckily, you can leverage your Internal Audit department as a useful tool in helping mitigate those risks! Internal Auditors can help you understand everything from the tricky compliance landscape to identifying potential gaps or concerns in the design of controls related to them. And, best of all, they work for your institution and are really focused on ensuring that it is operating as well as possible.</p> <p>In this session, we will share with you the concepts and specific activities that your institution, with the help of Internal Audit, can implement to assess and manage risk related to research operations, and how these tools can be used to focus institutional resources for addressing some of your greatest risks.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Explore how to apply the concept of “risk” in the context of research operations. • Learn how “modern” internal auditors REALLY are “here to help.” • Understand the risk assessment process and its practical applications. • Become familiar with a process for prioritizing and addressing risks. <p>Presenter: Raina Rose Tagle, Partner, Baker Tilly Presenter: Kim Ginn, Director, Baker Tilly</p>
<p><i>Kohala 2</i></p> <p><i>Track: FM</i></p> <p><i>Audience: General</i></p> <p><i>Level: Basic/Intermediate</i></p> <p><i>Type: Concurrent</i></p>	<p>F&A Simplified Method</p> <p>Description: Section H of 2 CFR, Part 220 (A-21) addresses the simplified method for preparing a Facilities and Administrative (F&A) cost rate proposal at small educational institutions. This session will allow participants to gain a fundamental understanding of the issues involved in developing and negotiating F&A cost rates for colleges and universities using the simplified method (short form). The following topics will be covered:</p> <ul style="list-style-type: none"> • Federal Regulations • F&A Rate Development using the Simplified Method • Negotiations <p>Presenter: Adrienne Clifton, Director, MAXIMUS, Inc. Presenter: Ginger Baker, Senior Manager, MAXIMUS, Inc.</p>
<p><i>Kohala 3</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: General</i></p> <p><i>Level: Intermediate/Advanced</i></p> <p><i>Type: Concurrent</i></p>	<p>Merging the Department and Central Office Functions: a new model of operation</p> <p>Description: This session looks at two university’s approaches to centralizing (pre-award services & departmental research administration services).</p> <p>University of California, San Francisco will focus on the centralized, clustered model for pre-award services that is being implemented at a large public health sciences Institution with \$1 Billion in research expenditures. Learn</p> <ul style="list-style-type: none"> • How the model works • Why this structure was decided • The implementation plan • The challenges associated with a reorganization in a large, complex Institution. <p>Portland State University will provide an overview of how a public university with \$65M in</p>

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<p><i>Kona 1-3</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: Department</i></p> <p><i>Level: Intermediate</i></p> <p><i>Type: Concurrent</i></p>	<p>external research expenditures implemented a pilot program in their largest college to change the structure of departmental research administration from decentralized to centralized.</p> <ul style="list-style-type: none"> • Learn why and how the change was made. • Discussion of a distributive research administration model • What process improvements were implemented? • Update on how the model is working less than a year later <p>Presenter: John Radkowski, Director of Contracts and Grants, University of California, San Francisco</p> <p>Presenter: Michelle Kim, Team Manager of Research Management Services, University of California, San Francisco</p> <p>Presenter: Dawn Boatman, Director Sponsored Projects Administration, Portland State University</p> <p>Presenter: Sinnamon Tierney, Assistant Director Departmental Research Administration, Portland State University</p> <p>Federal Contracts for Departmental Administrators</p> <p>Description: Federal grants comprise the majority of awards received by universities, thus we are generally accustomed to managing financial assistance awards. However, there are some key difference between financial assistance awards and procurement awards, or contracts, and its easy to run into problems if we don't take these differences into account. The goal of this session is to identify the key differences that are important to departmental administrators. During this session we will look at the entire lifecycle of the award, including the RFP, proposal, award, and closeout.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Participants will be able to describe the standard components of a contract RFP, and their importance. • Participants will be able to identify key reporting and management requirements in federal contracts. • Participants will be able to explain the closeout process required under federal contracts. <p>Presenter: David Mayo, Director, Sponsored Research, California Institute of Technology</p> <p>Presenter: Samantha J. Westcott, Manager, Sponsored projects Team, Children's Hospital Los Angeles</p>
<p><i>Kona 4</i></p> <p><i>Track: SPA</i></p> <p><i>Audience: General</i></p> <p><i>Level: Intermediate</i></p> <p><i>Type: Discussion Group</i></p>	<p>Square Pegs and Round Holes: Branch Campus Research in the Shadow of a Research-Intensive University</p> <p>Description: Our discussion will center on the branch campus model and how it works with a central campus when the branches typically operate similarly to a Predominantly Undergraduate Institute, yet are attached to a large research institution. As universities continue to reach out to students in areas outside of the central campus influence, branch campuses are created to fill this void. Does this help or hurt the branch campus in receiving grants? Is it a problem to be thrown in to the same pool as the large research institution applications during a proposal submission? Are communications an issue for the branch campuses? Do branch campus administrators receive the proper training and educational opportunities?</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Discuss best practices • Gain ideas on how others manage the situation • Create network of support.

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	Presenter: Cindy Shirley, Director, Office of Research, University of Washington Bothell
11:45AM	Adjournment

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