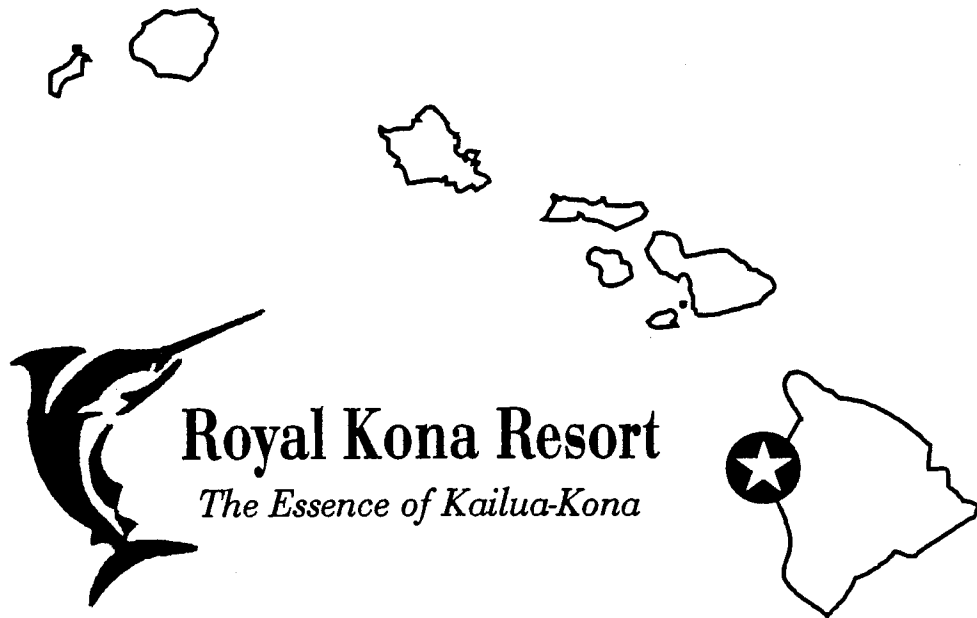
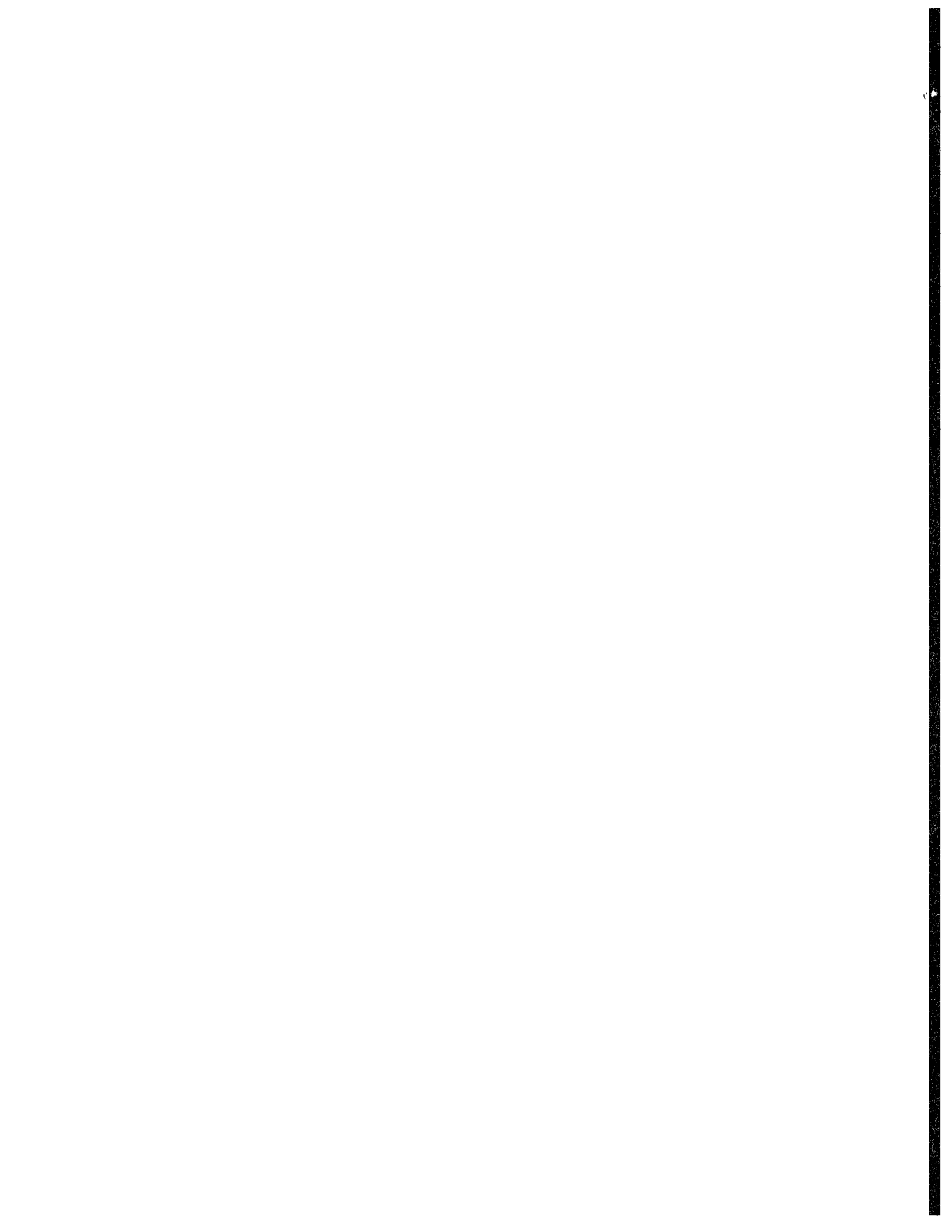


NCURA

Spring Meeting Program Regions VI and VII



Kailua-Kona, Hawaii
April 27-29, 1994



1994 SPRING MEETING
Regions VI & VII
April 27-29, 1994

Wednesday, April 27

9:00 am - 5:00 pm	Registration	<i>{Main Lobby}</i>
1:00 pm - 5:00 pm	Workshop	<i>{Resolution Room}</i>
3:00 pm - 3:15 pm	Break	

Evaluating the Pre-Award Research Administration Office: A Practical Approach

The purpose of this workshop is to explore and discuss the process and theory of evaluation specifically applied to research administration offices. This workshop will assist research administrators in designing their own evaluation that will: (a) review the effectiveness of their services/activities, (b) identify strengths and weaknesses, and (c) assist in planning for the future. The workshop will be divided into subject areas and will include: purpose of an evaluation, benefits of an evaluation, constituents to be included in an evaluation, composition of the evaluation committee, focusing the evaluation, steps to follow in conducting the evaluation, assessment methods to be used, collecting the information/data, analysis of the data, writing the evaluation report, distributing the report, responding to the report, and strategic planning. Detailed handouts on the evaluation process and samples of evaluation questionnaires and surveys will be provided to each participant.

FACULTY: ***Sharon K. Davis**, Director, Office of Sponsored Programs, University of Nebraska-Lincoln; **Peggy S. Lowry**, Director, Research Services Office, Assistant Vice Chancellor for Research, University of Illinois at Urbana-Champaign

5:00 pm - 6:00 pm	Hospitality Suite	<i>{Beach Bldg. Rms. 151-152}</i>
6:15 pm	Reception/Luau	<i>{Coconut Grove}</i>

Thursday, April 28

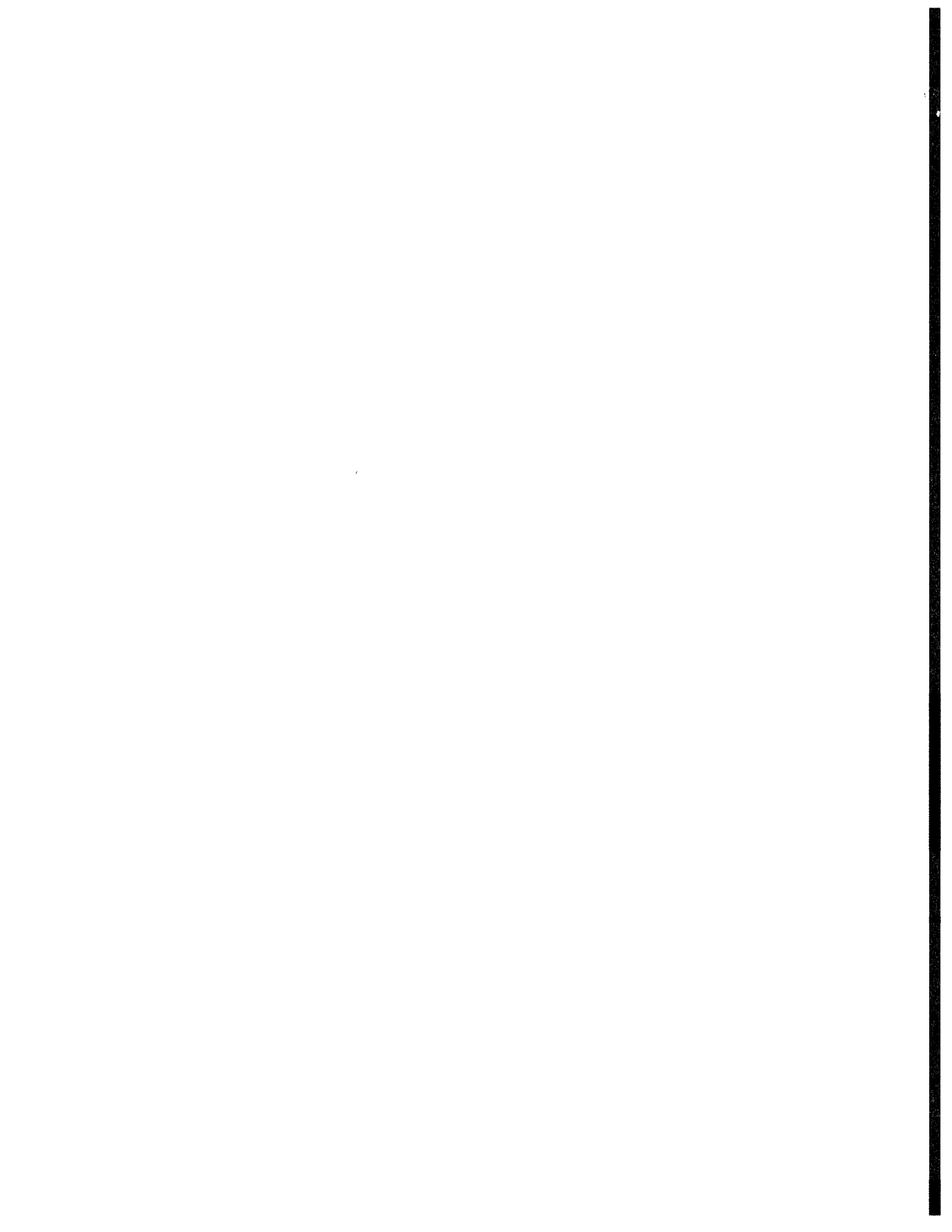
8:00 am - 9:00 am	Registration	<i>{Main Lobby}</i>
8:00 am - 9:00 am	Continental Breakfast	<i>{Alii Surf Terrace}</i>
9:00 am - 10:15 am	Plenary Session	<i>{Alii Surf Room}</i>

Welcoming Remarks

Keynote Address: **Dr. John P. Craven**

Topic: "University Administrators and the Common Heritage"

10:15 am - 10:30 am	Break
10:30 am - 11:45 am	Concurrent Sessions



Session # 1 The Federal Labs Labyrinth *{Discovery Room}*

Who are the federal labs? What do they do? Why do they do it? How do we access entry into them? Are there experienced administrators from the AFMC Office of Research and Technology to guide us through the intricacies of this often unknown or misunderstood research and technical transfer resource?

***Lee Carrillo**, Director, Grants & Contract, Weber State University; **Patrick A. Rodrigues**, Office of Research and Technology Applications, Phillips Laboratory

Session # 2 What's So Funny About Stress? *{Alii Surf Room}*

The focal point of this session is the fact that humor is not only fun, but that there is substantial evidence supporting the view that it promotes health and increases productivity in the workplace. Incorporated in this session are the following: a humorous review of the typical situations in the grants office that produce stress; common sense reasons for encouraging humor on the job; and appropriate and inappropriate uses of humor.

***Larry Irvin**, Associate Director, Office of Research Administration, Boise State University; **Bob Lucas**, Director, Institute for Scholarly Productivity, with assistance from Ann Granters, Columnist and Personality

Session # 3 Cost-Sharing: What and How? *{Resolution Room}*

This panel will provide an overview of cost-sharing; it's definition and allowability as presented in the federal regulations. From their various perspectives (i.e., private institution, central administration and departmental administration) they will discuss the issues involved in identifying and adequately documenting cost-sharing and matching.

***Geri Walker**, Director, Bureau for Faculty Research, Western Washington University; **M.K. Jeppesen**, Director, Grants and Contracts, Utah State University; **Cecelia Manoochehri**, Manager, Federal Grants & Contracts, California Institute of Technology; **Carol Quintana**, Assoc. Director, Arts & Sciences Research Center, New Mexico State University

12:00 pm - 1:30 pm Luncheon *{Alii Surf Terrace}*

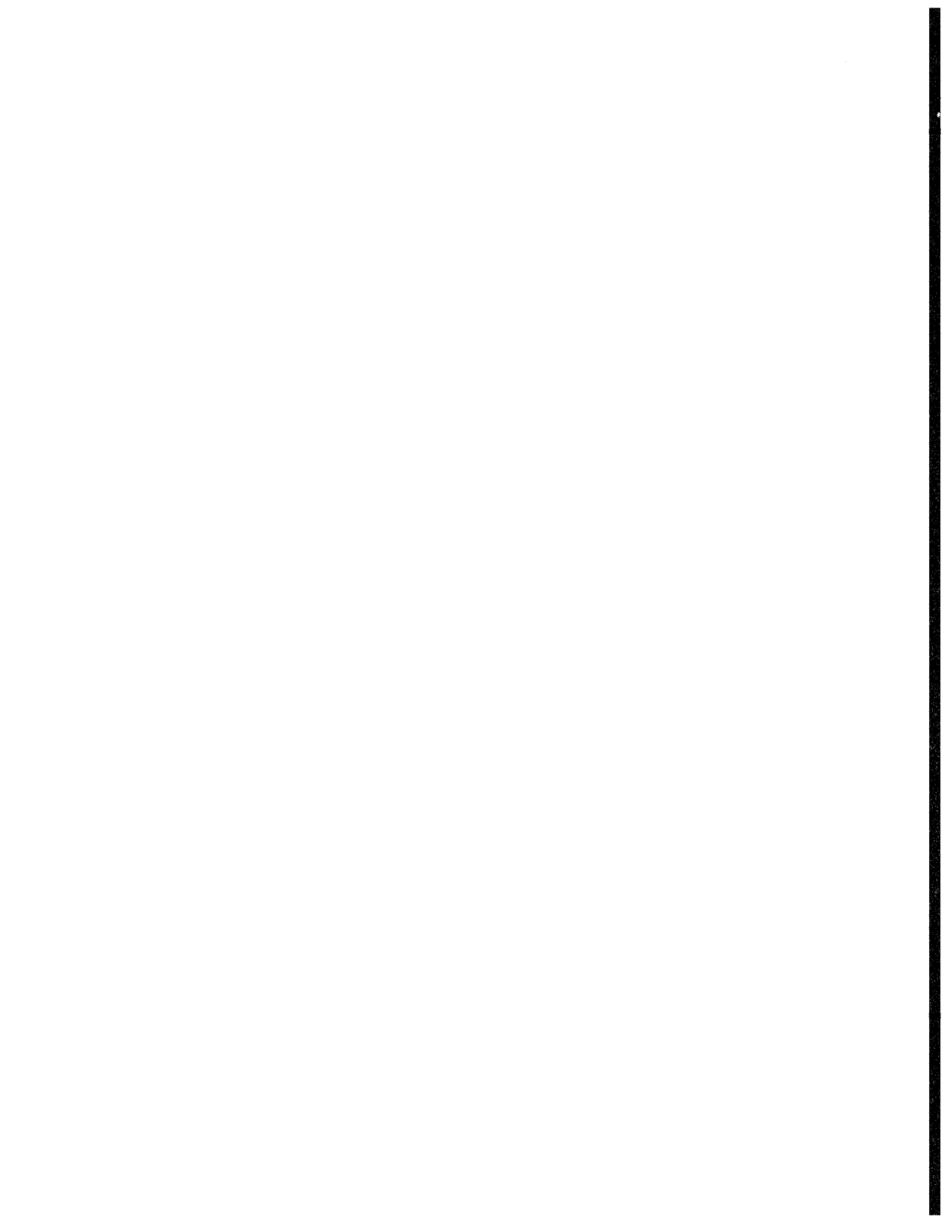
1:45 pm - 3:00 pm Concurrent Sessions

Session # 4 Human Subjects And Animal Care: Interactions with Committees and Researchers *{Discovery Room}*

This panel will discuss current issues that impact institutional human subject and animal care committees. They will also provide insight about working with their respective committees and researchers.

***Larry Irvin**, Associate Director, Office of Research Administration, Boise State University; **Lucille Pearson**, Director, Human Subjects Program, University of California, San Diego; **Douglas Vincent**, Chairman, Institutional Animal Care and Use Committee (IACUC), University of Hawaii

* Team leader and/or Moderator



Session # 5

{Alii Surf Room}

Intellectual Property Issues: How Problematic Are They In Forming University-Industry Consortia?

New Federal initiatives, such as the Technology Reinvestment Project (TRP), are encouraging more consortia arrangements involving both industry and universities. However, these new initiatives give to industry the ability to set the terms for intellectual property exchanges and access within the consortia. This panel will discuss the problems confronted by universities associated with these new consortia arrangements and offer their perspectives on what are reasonable terms and how to negotiate them.

***Patricia Byers**, Director, Sponsored Projects, Santa Clara University; **Joe Acanfora**, Manager, Campus Liaison Office of Technology Transfer, University of California, Office of the President; **Rita C. Manak**, Director, Office of Technology Transfer, University of Arizona; **David C. Menninger**, Manager, Sponsored Projects, University of California, Santa Barbara

Session # 6 Negotiation Of Contracts In A University Setting

{Resolution Room}

The major objective of this session is to discuss the basic concepts, strategies, and techniques of negotiation. The panelist will review various regulations and laws with which they should be familiar when negotiating contracts with federal and non-federal agencies.

***Michael R. Lewis**, Assistant Director, Contracts/Grants, University of Utah; **Joel Searles**, Assistant Director, Grant and Contract Services, University of Washington; **Jeff Wright**, Director, Sponsored Projects, California State University, Chico

3:00 pm - 3:15 pm

Break

3:15 pm - 4:30 pm

Concurrent Sessions

Session # 7 Federal Update

{Alii Surf Room}

These panelist will provide a summary of recent developments at the NIH as well as information concerning recent and proposed congressional initiatives and federal rulemaking activities which affect the management and financing of research conducted at colleges and universities.

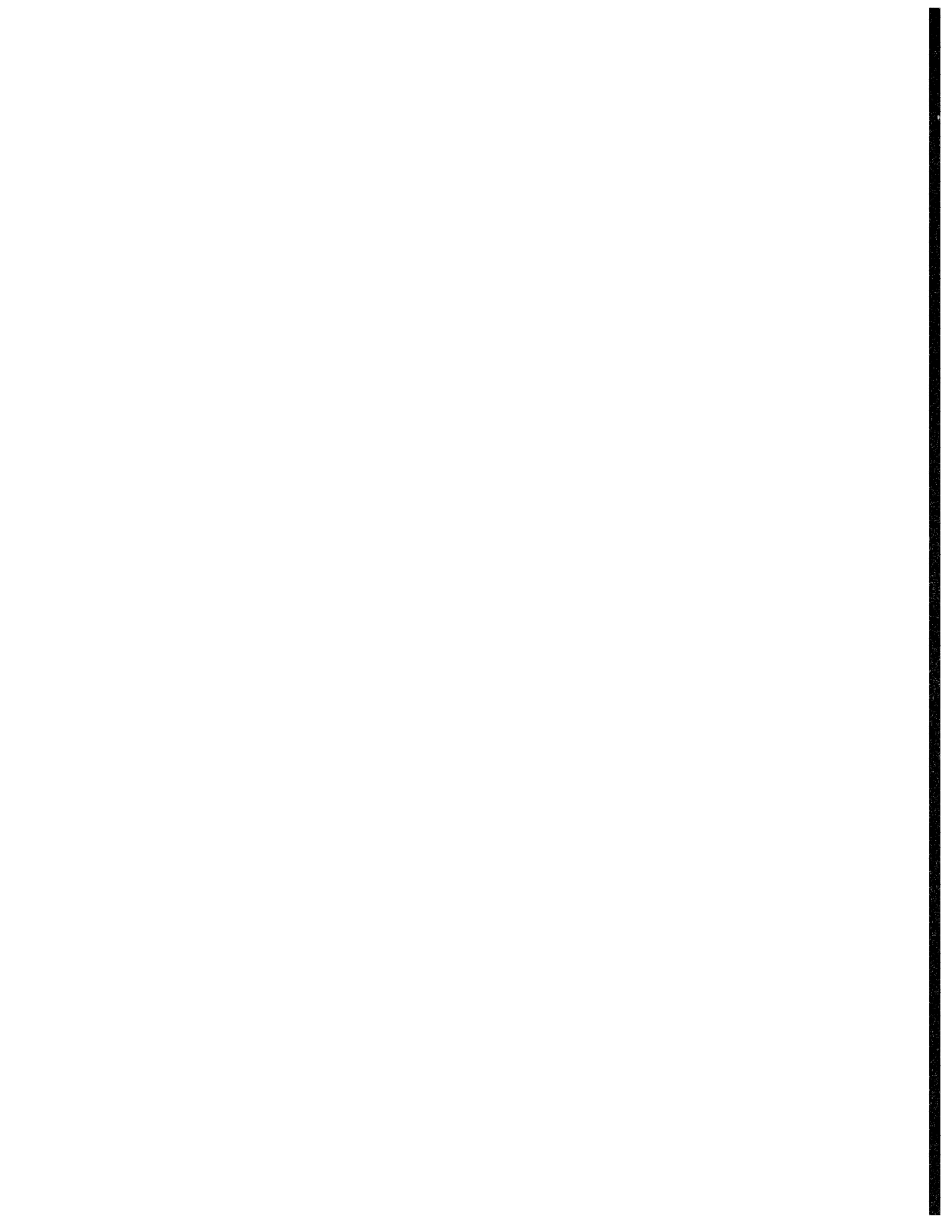
***Larry Irvin**, Associate Director, Office of Research Administration, Boise State University; **Geoffrey E. Grant**, Acting Director, Office of Policy for Extramural Research Administration, NIH; **Milton Goldberg**, Executive Director, Council on Governmental Relations

Session # 8 The A-133 Audit Process

{Discovery Room}

This session will provide a view of the A-133 Audit process from the perspective of independent public accounts. Individuals will gain insight on how to prepare for an A-133 audit, as well as identify areas of special concern. The session is designed to provide familiarity to this process for those with little direct experience with these audits, as well as update others on current changes and issues.

***Karen I Partipilo**, Manager, Extramural Fund Management, UCLA; **Anthony J. Lannutte**, Supervising Senior Manager, KPMG Peat Marwick



Session # 9 Regional Networking And Data Sharing {Resolution Room}

This panel will discuss the possibilities of, progress made and the obstacles to be overcome in establishing an NCURA Regional Bulletin Board, or an Electronic Network. Sharing of information, utilization of others procedures or policies rather than reinventing. Accessing data from national office, or from other institutions can help conserve resource for participating institutions.

***Moheb Ghali**, Vice Provost/Graduate Dean, Western Washington University; **Geri Walker**, Director, Bureau for Faculty Research, Western Washington University; **Julie Fraser-Smith**, Financial Analyst/Contract Administrator, Stanford University; **Jody Chu**, Director of Interactive Services, Computing Center, University of Hawaii

5:00 pm - 6:30 pm	Hospitality Suite	<i>{Beach Bldg. Rms. 151 - 152}</i>
7:00 pm - 9:30 pm	Dinner Groups	<i>{Registration Area @ 6:45 pm}</i>

Friday, April 29

8:00 am - 9:30 am	Breakfast Meetings Region VI Region VII	<i>{Alii Surf Room}</i> <i>{Discovery Room}</i>
9:30 am - 10:45 am	Concurrent Sessions	

Session # 10 {Alii Surf Room}
Conflict Of Interest: What Do The New Federal Policies Require And How Do Universities Comply?

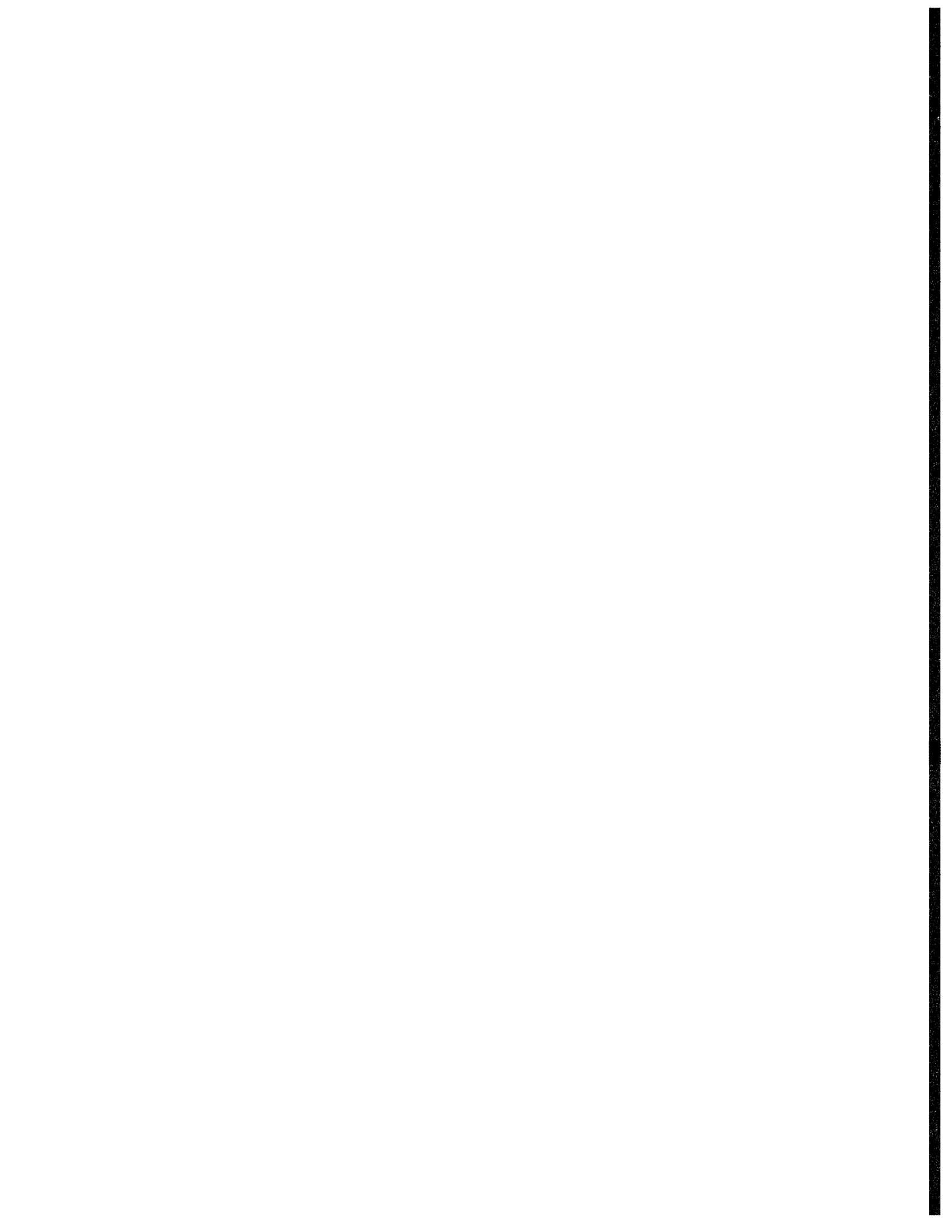
The conflict of interest policies recently published by federal agencies will effect the universities at all levels. We will try to examine and address this policy from the perspective of central administration, faculty, sponsored projects and technical implementation. the need is to develop or revise conflict of interest policies in our institutions that will comply with the federal regulations without antagonizing our faculty or over burdening our sponsored project staff.

***Nancy V. Dyke**, Associate Director, Sponsored Projects, University of Utah; **Richard K. Koehn**, Vice President for Research, University of Utah; **Richard P. Seligman**, Associate Director, Grant & Contract Administration, UCLA; **Tom Major**, Director, Technology Transfer Office, University of Utah

Session # 11 {Resolution Room}
"What Have The Feds Done To Us Lately? An Update On A-21 And A-110, CASB, Conflict Of Interest Regulations, Etc."

This session will provide up-to-the minute details of the recently revised A-21 and A-110 and the status and what we can expect from the regulations that are pending.

***Mary E. Nunn**, Sponsored Programs Officer, Oregon State University, Corvallis, OR; **Julie Norris**, Assistant Vice President and Director, Office of Sponsored Programs, University of Houston; **Donald Allen**, Director, Grant and Contract Services, University of Washington



Session # 12 Maximizing Resources In A Small Research Office *{Discovery Room}*

Given limited resources the small research office faces the same challenge, providing quality service to its faculty and administration. This interactive session will include information and discussions on funding searches and dissemination tools, proposal preparation including budgeting, formatting, preparation and writing, proposal submission, compliance monitoring, account setup and monitoring. Networking will be discussed as a tool for making better use of available sponsored project resources as will interacting with other university administration offices to provide maximum service to the faculty

***Debra M. Barnes**, Research Development Officer, Office of Sponsored Projects, Arizona State University; **Cynthia Weiler**, Director, Grants and Contracts, University of San Diego; **Denny McMonigle**, Director, Government Relations, Gonzaga University

10:45 am - 11:00 am Break

11:00 am - 12:15 pm Concurrent Sessions

Session # 13 NSF Update *{Alii Surf Room}*

This session will provide the latest information about budgets, program trends, policies and procedures and other timely issues.

***Mary E. Nunn**, Sponsored Programs Officer, Oregon State University, Corvallis, OR; **Joanna Rom**, Deputy Director, Division of Grants and Agreements, NSF

Session # 14 Subcontracting In The '90's *{Resolution Room}*

The major objective of this session is to provide a fundamental understanding of the subcontract process, and the basic knowledge and tools necessary to prepare, execute and negotiate subcontracts.

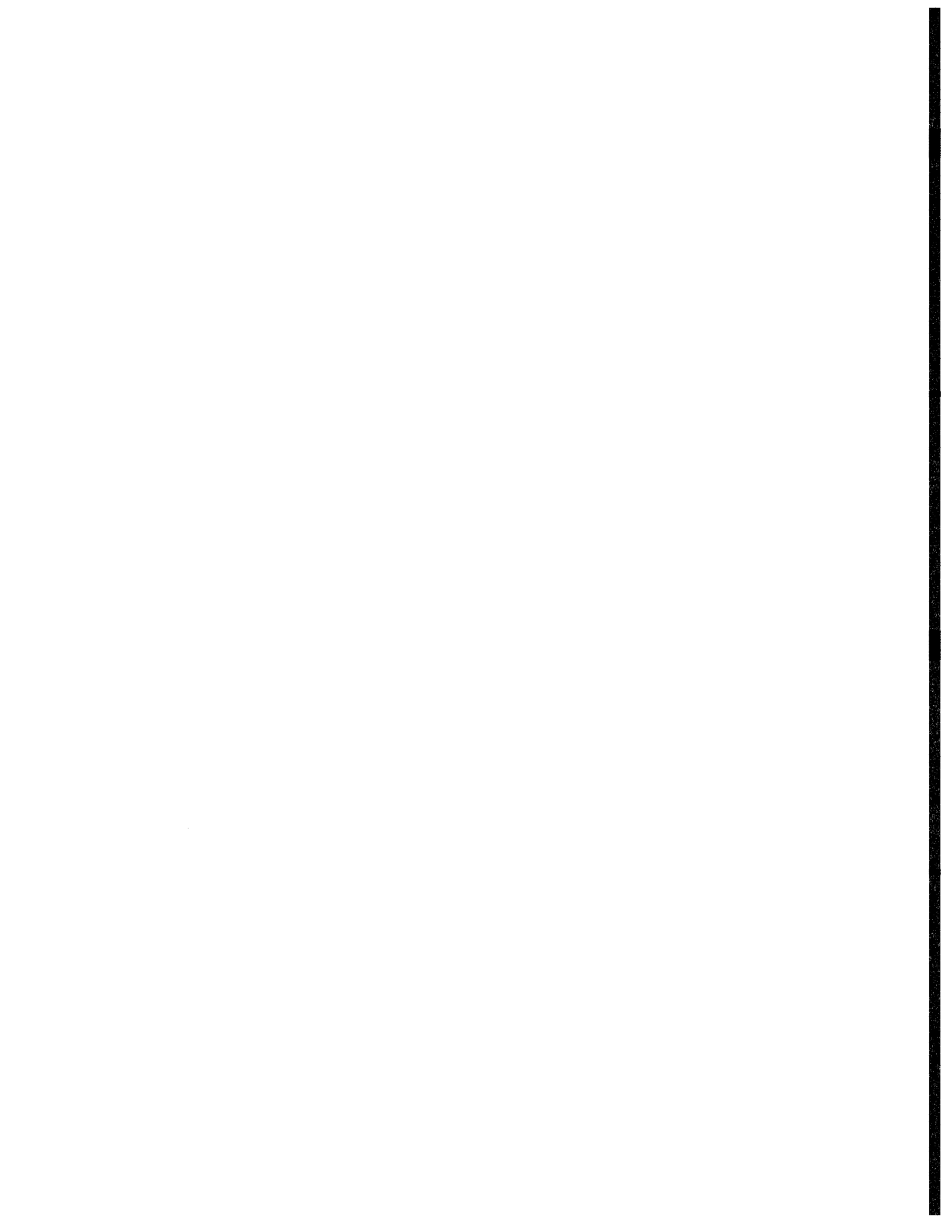
***Michael R. Lewis**, Assistant Director, Contracts/Grants, Utah State University; **Virginia Sturr**, Associate Director, Sponsored Projects Management, Office of Sponsored Projects, California State University, Chico

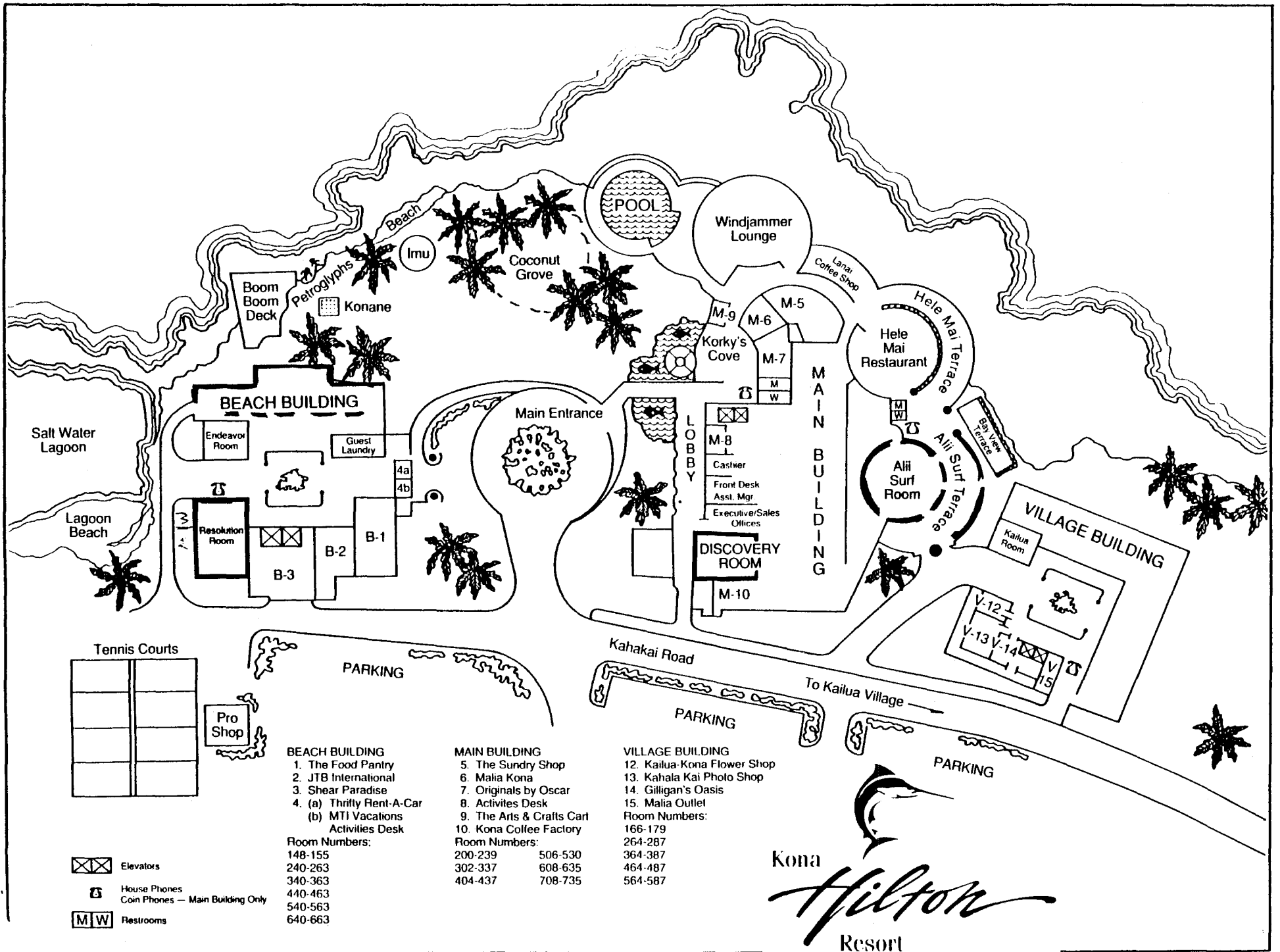
Session # 15 *{Discovery Room}*
Research Resources and Responsibility at the Department Level

This session will focus on strategies and resources available to the departmental research administrator. Discussion topics will include office structure and personnel issues, working with the faculty, communication and team working with the sponsored projects office, making maximum use of university resources, coordinating proposal submission, grants management monitoring and accountability. Considering the changing role of the department administrator the discussions will provide valuable insight to departmental administrators and administrators who serve the faculty at the university level.

***Debra M. Barnes**, Research Development Officer, Office of Sponsored Projects, Arizona State University; **Marlene Salvato**, Department of Mathematics, Arizona State University; **Chris Scholberg**, Business Manager, Department of Medicine, Stanford University

1:30 pm -Tour of the Natural Energy Laboratory of Hawaii *{Registration area @ 1:00 pm}*

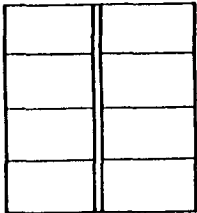




Salt Water Lagoon

Lagoon Beach

Tennis Courts



Pro Shop

- BEACH BUILDING**
1. The Food Pantry
 2. JTB International
 3. Shear Paradise
 4. (a) Thrifty Rent-A-Car
(b) MTI Vacations
Activities Desk

Room Numbers:
 148-155
 240-263
 340-363
 440-463
 540-563
 640-663

- MAIN BUILDING**
5. The Sundry Shop
 6. Malia Kona
 7. Originals by Oscar
 8. Activites Desk
 9. The Arts & Crafts Cart
 10. Kona Colfee Factory

Room Numbers:
 200-239 506-530
 302-337 608-635
 404-437 708-735

- VILLAGE BUILDING**
12. Kailua-Kona Flower Shop
 13. Kahala Kai Photo Shop
 14. Gilligan's Oasis
 15. Malia Outlet

Room Numbers:
 166-179
 264-287
 364-387
 464-487
 564-587

- Elevators
- House Phones
Coin Phones — Main Building Only
- Restrooms



