

Cara Winnewisser

University of California, Santa Barbara

Candidate Statement – Region VI Secretary

Thank you for your consideration of my candidacy as Secretary-Elect for NCURA Region VI. I would love the opportunity to further serve the Region VI membership by providing my support in this role. I have worked at the University of California, Santa Barbara (UCSB), in research administration for 19 years, and have been a member of NCURA for 17 of those years. Throughout my career, NCURA has been a constant resource. Since I have joined NCURA, I was a recipient of the Region VI Travel Award which was used to attend my first Regional Meeting in 2009. Since then, I have had the opportunity to attend one National Meeting and multiple Regional Meetings, volunteering in various capacities from working the registration desk to being a presenter. I was a member of the NCURA National Electronic Research Administration (ERA) Committee, becoming committee chair in 2015. In more recent years I was the Region VI Awards & Recognition Committee Chair from Jan. 1, 2021 – Dec. 31, 2022, I was elected as a Regional Advisory Committee (RAC) member for a two-year term from Jan. 1, 2022 – Dec. 31, 2023. And I am currently a member of both the Awards & Recognition Committee and the Marketing & Communications committee.

I have a breadth of knowledge working with federal, state, and non-profit sponsors, and most recently industry sponsors. I worked in the Sponsored Projects Office for 14 years and have been an Industry Contracts Officer in our Technology & Industry Alliances Office just over five years. My primary responsibility is the review, negotiation, and execution of industry-sponsored research subcontracts under US Federal prime contracts and other industry flow through subcontracts. I work with other central campus units and administering departments to support effective administration and management of industry-sponsored research agreements. I am very familiar with, and regularly review and verify Federal Acquisition Regulations (FAR) clauses as well as other Federal regulatory requirements and negotiate to align the federal, industry, and university requirements.

In my roles at UCSB and NCURA, I strongly believe in supporting and advocating for diversity, equity, and inclusion. The region has the core values which include diversity, integrity, commitment to excellence, collegiality and open exchange of views and ideas. These values guide me in my personal and professional life and I know I can bring these values to the role of Secretary. I support the Region's goal of growth, expanding the diversity of our membership, and encouraging members to contribute to this with new ideas that support our values and mission.

In summary, I believe that my professional background, NCURA background, and my perspective would be a valuable contribution to the role of Secretary-Elect. I am excited to continue to serve NCURA Region VI and look forward to working with the region's leadership to further regional goals.

Cara Winnewisser

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PROFESSIONAL EXPERIENCE

March 2018 to Present Industry Contracts Officer, UCSB, Santa Barbara, CA

Responsible for and possess delegated authority for the review, negotiation, and execution, administration, and close-out activities of sponsored research agreements from industry sponsors, including those agreements which are subcontracts under US Federal prime contracts. Possess delegated authority for review, negotiations and execution and administration of certain material transfer agreements (MTAs) and non-disclosure agreements (NDAs) with a focus on MTAs and NDAs with industry providers. Review and verify Federal Acquisition Regulations (FAR) clauses and/or any agency supplements to the FAR, as well as any other cited Federal regulatory requirements. Primary campus resource for interpretation of the FAR. Liaison with Sponsored Projects Office and other central campus units and administering departments to foster strong relationships to support the cooperative and effective administration and management of industry-sponsored research agreements.

July 2012 to March 2018 Senior Sponsored Projects Officer, UCSB, Santa Barbara, CA

Possess autonomous authority, delegated by the Chancellor, for reviewing and endorsing on behalf of The Regents of the University of California, proposals for extramural support with dollar volumes up to \$5M annual total direct costs. Autonomous authority to negotiate and execute contracts and grants for extramural support, in dollar volumes up to \$5M in annual direct costs. Supervise one staff member, provide on-the-job training and team performance goals. Electronic Research Administration Coordinator for the campus. Serve as Officer for the Institute for Collaborative Biotechnologies (ICB), a University Affiliated Research Center (UARC) funded by the Army Research Office with funding in excess of \$15M annually. Subcontracts Officer for ICB Applied Research (6.2) program, a competitive, collaborative research program providing funding to industry proposers collaborating with ICB at the Army laboratories. Liaison with Technology and Industry Alliances Office. Primary campus resource for interpretation of the Federal Acquisition Regulations (FAR).

November 2005 to June 2012 Sponsored Projects Officer, UCSB, Santa Barbara, CA

Possess autonomous authority, for reviewing and endorsing on behalf of The Regents of the University of Ca, proposals for extramural support with dollar volumes up to \$2M annual total direct costs. Responsibilities included ensuring: 1) proposals adhere to University, federal, sponsor regulations; 2) commitments to provide University support, facilities, matching funds can and will be met; 3) the budget is realistic and includes full recovery of direct and indirect costs; 4) the scope of work is appropriate and reasonable for the University; and 5) agency terms and conditions are acceptable to the University. Autonomous authority to negotiate and execute contracts and grants for extramural support, in dollar volumes up to \$2M in annual direct costs. Supervise one administrative staff member and establish team performance goals. Electronic Research Administration Coordinator for the campus.

October 2004 to November 2005 Sponsored Projects Analyst, UCSB, Santa Barbara, CA

Responsible for ensuring timely receipt, analysis, processing, and submission of proposals for extramurally funded projects. Perform initial review of all incoming awards. Responsible for executing all grant awards issued under the FDP. Advise Principal Investigator's and department liaisons on contract/grant terms and conditions. Train department liaisons on an individual basis on proposal processing and award administration. Provide backup to other Sponsored Projects Analysts and Officers as needed.

March 2004 to October 2004 Graduate Program Assistant, UCSB, Santa Barbara, CA

Information officer and coordinator for graduate affairs. Advised students/faculty on all aspects of graduate affairs. Coordinated quarterly schedule of classes, maintained departmental quarterly statistical reports, prepared/maintained confidential dossiers of students in the program. Liaison with Graduate Division.

September 2002 to March 2004 Sales Associate, CMC Rescue, Inc., Goleta, CA

Processed orders, monitored web site sales, corresponded with new and existing customers. Headed Return Merchandise Authorization division of Customer Service department. Was responsible for monthly email newsletter to dealers, vendors, and customers. Created and maintained monthly sales reports.

EDUCATION & MEMBERSHIPS

Bachelor of Arts, Communications and Women's Studies, University of California, Santa Barbara, 2002

Completed Sponsored Projects Training for Administrators in Research Program, UCSB, August 2005

Member of National Council of University Research Administrators (NCURA), January 2006 to Present

Business Officers Institute, May 21-24 2007

National Council of University Research Administrators Fundamentals March 2-7 2008

National Council of University Research Administrators Travel Award recipient, April 2009

Member of National Council of University Research Administrators Electronic Research Administration Neighborhood Committee, December 2009 to March 2018

NCURA eRA Committee Chair, January 2015 to December 2015

Attended National Council of University Research Administrators National Meeting, 10/31/10-11/3/10

Nominated for the UCSB Staff Citation of Excellence Award, April 2012

Member of Professional Women's Association, December 2014 to 2019

Professional Women's Association Co-Secretary, October 2014 to October 2015

Completed PWA Leadership Challenge, April 2014

Attended Federal Demonstration Partnership meeting, May 2013; May 2014

Basic IP Clauses to Research Agreements, Nov. 2005; Intermediate IP Clauses to Research Agreements, Sept. 2014

UCSB Co-Presenter "A Primer for Departmental Administrators – Understanding the FAR" May 4, 2016

Attended UCI MTA forum April 25, 2018

Attended ICON Meeting, October 18-19, 2018

NCURA Regional Conference Presenter, October 5, 2015; October 2018; October 2022

NCURA Region VI Awards & Recognition Committee Chair, January 1, 2021 – December 31, 2022

Elected NCURA Region VI Regional Advisory Committee At-Large Member, January 1, 2022- December 31, 2023

NCURA Region VI Awards & Recognition Committee member, January 1, 2023 – December 31, 2023

NCURA Region VI Marketing & Communications committee member, January 1, 2023 – December 31, 2023