

**APPROVED MINUTES
NCURA Region VI Business Meeting
November 5, 1996**

Call to Order and Introductions

The region VI business meeting was called to order by Chair Joyce Freedman. Although an exact count was not taken, there were approximately 50 members of Region VI present.

Approval of Minutes and Treasurer's Report

The minutes of the previous meeting in Monterey, CA on April 23, 1996 were done by Pat Alley and presented by Georgette Sakumoto, Secretary-Treasurer. Comments were requested and Pat Byers noted that although we have a large balance of \$29,488.36, we need to be aware that the meeting in 1998 in Hawaii may have large up-front costs. Bettye Albritton made a motion to approve the minutes as written and the treasurer's report. Moheb Ghali seconded the motion.

Reports from the National Committees

Gary Chaffins (Finance and Budget) discussed the allocation of National Office Resources. There has been much discussion on the level of service that the National Office should be providing to the regions free of charge. There was a study presented to the regional treasurer's showing the costs over the last three years by region per member. Based on averages, the executive committee adopted a \$5.50 per regional member cap on services to be provided by the National Office staff. Any requests for mailings, duplication etc. over this cap will be charged to the regional treasury.

Mo Ghali (Nominations) informed everyone what a great job the nominations committee did in selecting our new Vice-President elect, Mary Husemoller. Bettye Albritton was introduced as the incoming regional representative to this committee.

Hal Gollos (Membership) urged everyone to complete the annual survey mailed out to the membership. This is an important tool used by NCURA. Of 31 new members, 8 requested buddies for the national meeting. He was able to pair everyone with a buddy and the new members breakfast was a huge success. Hal thanked the senior members who volunteered to be mentors. Hal will be coordinating the Second Annual Region VI Golf Tournament in Tucson. He will also try to set up horseback riding for those who are interested. Gayle Yamasaki will be the incoming regional representative to the Membership committee.

Susan Tank-Lesser (Publications) had a summary of upcoming publications available. There were too many to list so if anyone is interested please contact her directly. She noted that Dick Seligman has graciously volunteered to be the new editor. Some of the monographs in the works are on Clinical Trials and Post-Award Administration. One of the micrographs in the works is the Role of the Research Administrator. There is also a new publication on Grant Administration and Proposal Development in the works. Steve Erickson can always use articles for the Management Review so Susan urged people send them in.

Don Allen (Professional Development) will be stepping down from the Fundamentals Workshop faculty and suggested Regina White as a replacement. He reminded everyone to check out the workshop information at the Web site. The new committee was to be meeting that night. The new regional representative to this committee is Louis Guin.

Regional Travel Awards

Joyce Freedman introduced Felicia Harmer Kelley of California State University, Los Angeles who was the regional travel award recipient. Joyce thanked the selection committee for their work and urged everyone to nominate new members for this award.

ERA Committee

Pam Webb acknowledged the ERA committee member, Dave Dungan, Erin Lindsey, Neil Maxwell, Bruce Morgan, and Carol Zuiches for their dedication and hard work. Thanks to this committee, Region VI has its own web page. Pam thanked Dave Dungan who graciously volunteered to be our web master through May 1997.

They monitored our web site hits and happily reported the following usage from April 1996 through October 1996:

Home Page	639	
Regional Web Sites	217	
Career page	199	since July 1996
Announcements	146	since June 1996
Meeting Info	127	
Forms	107	
Meeting Minutes	104	
List Server Doc	35	since Oct 1996
Bylaws	31	
Organization	30	

They have instituted a number of new sites like the "Call for Volunteers" and the "Region VI Career Page".

Region VI has also set up the first regional List serve. The committee obtained the E-mail addresses on record from the national office. Pam urged all members who have not been receiving E-mail to please let her know what your E-mail address is. Also new members need to forward their addresses to Pam.

The Web committee is interested in expanding the Web site to support additional professional development for the members in the region. The committee welcomes suggestions on this or other areas of interest from the membership.

1997 Regional Meeting

The 1997 Regional meeting is currently set for April 19-23, 1997 in Tucson, Arizona at the Doubletree Hotel. Joyce had received a few requests to possibly reschedule the meeting due to conflicts with the combined Region 3 & 5 meeting and the fact that these dates are a Jewish holiday. Kathy Delehoy agreed to contact the hotel to see if alternate dates were available. Joyce asked that everyone please check the web site for announcements of any changes.

Old Business

There was no old business to be discussed.

New Business

Georgette asked the membership to consider what island they would prefer to hold our 1998 Regional Meeting on. We took an informal vote and the vote was evenly divided between Kauai and Maui. Georgette will begin looking for possible sites.

The RAC committee asked whether we needed to develop a Regional Professional Development Committee. Cece Manocheri said that she is very interested in becoming involved and asked if there was a list of topics of interests in the region. This may encourage people to volunteer if they have expertise in those areas. This may help to develop new workshop faculty etc.

Mary Nunn asked if the information provided to National office for the directory already provided that information. Pat Hawk said that the directory does have alpha indicators but they were very general. Pat Byers then said that we need more topic orientation and asked if we needed a task force to look into regional professional development. Hal Gollos volunteered to head this task force and Erin Lindsay will translate the data for our web site.

Cece Manocheri asked about the regional grant program. Chris Hansen elaborated that this program was set up for programs on a local level. A written request should be submitted to the Regional Chair for support of a program up to \$1,000.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Georgette Sakumoto
Secretary-Treasurer Region VI