Pre-Conference Workshops, Sunday, October 27, 2019

Lunch for Afternoon Workshop Participants (12:00pm - 1:00pm)

Afternoon Workshops (1:30pm - 5:00pm)

(Workshops can be added to registration at any time via NCURA website)

Workshop Number	Title	Level	Lead Instructor	Co-Instructor(s)	Description
WS-1	Effective Training & Facilitation: Tips, Tricks, and Tools	Intermediate	Tricia Callahan, Senior Research Education & Information Officer, Colorado State University	Judy Fredenberg, Assistant Vice President for Research and Federal Relations, University of Montana; Tracey Trujillo, Research Administrator, Warner College of Natural Resources, Colorado State University	In order to be effective, both training and facilitation take deliberate planning and leader/participant engagement. While you don't have to be Bill Nye the Science Guy, you do have to connect with participants in order to effectively lead them through content (training) or processes (facilitation). This workshop will take participants from design aspects through delivery/evaluation and will include a behind-the-scenes look into tips, tricks, and tools used by effective presenters in order to effectively lead participants through training objectives. Learners will be able to: • Distinguish between the role of trainer and facilitator • Apply popular instructional design methods to training programs • Incorporate activities into training designed to refocus attention and stimulate participation
WS-2	Project Management from Award to Closeout: Making the Research Work	Intermediate	Derick Jones, Program Manager, Lundquist Institute for Biomedical Innovation at Harbor-UCLA Medical Center (formerly LABioMed)	Rashonda Harris, Associate Director of Post Award Operations, Emory University	This workshop will provide an overview of the subject matter which Departmental research administrators (DRAs) need to know in order to effectively manage research. In the cradle to grave concept of research, it takes experienced DRA to move a grant from proposal to production. This workshop will give intense training focused on the production (life) aspect of research. We will cover the role of a DRA, Sponsored vs non-sponsored support for researchers, compliance Issues, space and facilities, on-boarding, and more. We will explain how to review research portfolios in terms of sustainability, Recognizing financial cliffs, planning for expansion of labs, how to supplement traditional methods of financial support. We will also discuss the fundamentals of working with faculty: helping them develop proposal plans, familiarizing them with the local and global research environments and helping them navigate the multitude of Compliance regulations associated with research as well as how to look plan for the long-term sustainability of a research program. We will also have a scenario-based discussion for application of common themes for the DRA in the production phase in order to properly bury a grant in closeout. This session is applicable for active DRA's and central individuals who want a better understanding of what happens to the grant between proposal and closeout.
WS-3	Best Practices In Pre-Award: Case Studies, Lessons Learned and Forward-Thinking Strategies for Research Administrators	Basic	Krista Roznovsky, Sr. Contract and Grant Officer, Office of Research Administration, Stanford University	Nicole Quartiero, Assistant Director, ICR & ORSP, Colorado State University-Pueblo	This workshop will be an interactive deep dive into 3 pre-award focal areas, with case studies/activities/dialogue in those areas and overarching themes of compliance and communication weaved in. Each topic will be explored from the perspective of a standard federal grant, industry contract, foundation award and "other" as applicable. Emphasis will be placed on the following areas: • RFP Review: proposal decision-making around problematic items, institutional context and limitations, COI and export control considerations • Budgeting: simple vs. complex • Non-standard award considerations: dealing with difficult negotiations/sponsors, mitigating problematic and non-standard clauses

WS-4	Befriending Bigfoot: An Exploration of Contract Review & Negotiation	Intermediate	Kevin Stewart, Associate Director, Industry Contracts, University of California, Santa Barbara	Glennia Campbell, Director, Industrial Contracts Office, Stanford University	Contracts for sponsored research can be quite complex and can contain challenging legal language and give rise to a multitude of competing concerns. With so many moving parts, it can be challenging to comprehensively assess and address all of the legal, financial, programmatic, and administrative obligations to satisfy each party's stakeholders – a challenge that is faced by all universities with all sponsor types. This workshop will take a constructive approach for the assessment, review, and negotiation of contract clauses by using a combination of lecture and interactive exercises. Attendees will hone their skills at breaking down a contract into its primary components to address the issues that need to be resolved. The workshop will provide techniques to spot troublesome clauses and redraft them. The workshop will also address how to communicate positions persuasively and effectively during negotiations to achieve desired outcomes and build successful relationships. Learning Objectives: - Participants will gain perspective in understanding the unique challenges in review and negotiation of contract clauses - Participants will learn best practices for drafting and redrafting clauses to meet the needs of the parties - Participants will learn to communicate positions effectively and persuasively during difficult negotiations
WS-5	Clinical Research Basics: An Introduction with Best Practices	Basic to Intermediate	Jennifer J. Cory Doeschot, MA², CRA Director of Operations Center for Definitive and Curative Medicine Department of Pediatrics, Stanford University	Manilyn Matau, Fiscal Officer, Chao Comprehensive Family Cancer Center, University of California, Irvine	This workshop will begin by covering the foundations of clinical research: stages of clinical trials, compliance aspects, budgeting, study management, and roles of those involved. We will then focus on the experience of our Center for Definitive and Curative Medicine at Stanford, which has a dedicated clinical trial office with experts in regulatory and study management and we will provide case studies of phase 1, phase 1/2 clinical trials. Additionally, best practices around larger phase 3 clinical trials will be introduced. The case studies will cover protocol development, budgeting, sponsor relationships and trial operations.
WS-6	Compliance and Research: Why are we always getting into trouble?	Intermediate	Dennis J. Paffrath, MBA, Associate Vice President, Research, University of Maryland, Baltimore	Patrick Lennon, MPA Assistant Administrator Department of Environmental and Occupational Health Sciences, University of Washington	The objective of this workshop is to provide the participant with a clear understanding of the essential elements of a compliance program and where responsibilities should be within an institution. Current case studies, constructed using real life scenarios, serve as the core of this thought-provoking workshop. Participants will apply current administrative skills with knowledge learned in this workshop to work through myriad areas of compliance, including Conflict of Interest, Conflict of Commitment, Data Management, and Undue Foreign Influence. Compliance and Research promises to be a lively, highly interactive experience that will allow attendees to learn from the instructors as well as the other attendees, and will aid attendees in steering clear of trouble in the compliance realm. Learning Objectives: • Participants will learn the differences between the compliance areas and the federal agencies most interested in institutional compliance programs • Participants will learn strategies for keeping current on national hot topics at the intersection of compliance and research administration • Participants will engage in thought-provoking real-life case studies • Participants will gain an understanding of how to keep an institution's policies, procedures and processes from being caught up in a compliance conundrum Prerequisite: At least 3 years' experience in research administration