

NCURA Region VI Business Meeting
April 25, 2006 | Kauai, Hawaii

FINAL Minutes

Call to Order

Chair Ann Pollack of UCLA called meeting to order. Ann introduced the Region VI officers, the Regional Advisory Committee (RAC) members, and any national officers and volunteers who were present.

Ann also introduced the Regional Meeting Travel Award recipients: Cyndy Lee of UCSF and Melanie David of UC San Diego. She thanked Dan Nordquist for serving as Chair of the travel award committee.

Approval of Minutes

Dick Seligman from Caltech moved to approve the minutes from the Fall 2005 meeting. Pamela Webb from Stanford University seconded the motion.

Treasurer's Report

Secretary/Treasurer Katherine Ho announced that the Treasurer's Report would be available at the November 2006 regional business meeting. Katherine provided initial statistics about the regional meeting:

- Number of attendees: Region 6 = 221, Region 7 = 47
- Split of any revenue from the regional meeting would be based on percentage of attendees from each region. Luau guest tickets purchased to date: 98
- Registration
 - This was the very first year that credit card registration was available. Approximately 75% of all registrations were via credit card. This was similar to the percentage at the 2005 National Meeting.
 - Katherine informed the attendees that if they paid by check, checks would be processed within the following two weeks.

National Committee Reports

Pam Webb/Nominating and Leadership Development Committee

Explained that the Nominating and Leadership Development committee's role is to screen and develop a qualified slate of candidates for national offices. Announced that there are position openings: President-elect, VP-elect, and two Board of Director (at large) positions. Job descriptions are available on the NCURA website.

Explained the Leadership Development Institute.

Described the awards that would be announced at National: Distinguished Service to NCURA (up to 5 annually); Distinguished Service to Research Administration; Joseph Carribino Award (award to the Federal person who has made a difference).

Explained that a mentoring program is being developed. More information to follow Summer/Fall 2006.

Dick Seligman – Peer Evaluation Project

Explained that the Peer Evaluation Project is one where sponsored projects administrators would review another sponsored projects office. In the process of soliciting comments from senior leaders at institutions.

Regional Committee Reports

Nancy Daneau – Volunteer/Leadership Committee and Leadership Development Institute

Described the new member packet that was developed and provided to new members who are attending the regional meeting. This packet will also be provided to future new members.

Described the Leadership Development Institute and encouraged applicants. Questions should be directed to Nancy or any other officer.

Dan Nordquist – Award and Recognition Committee

Explained that the Region has established three non-travel awards. If awarded the recipients would be recognized at the regional business next business meeting next spring: The Distinguished Service Award (renamed the Helen Carrier Distinguished Service Award; the Barry Dorfmann Research Administration Award; and the Meritorious Contribution Award.

Explained that there will be two travel awards for the National Meeting. Expect to see an email announcement shortly.

Linda Patton – Regional Nominating Committee

Announced that Region VI is seeking nominations for the following positions: Chair-elect, Secretary-Elect, Treasurer-Elect, Regional Advisory Committee (RAC) member, and Regional National Board of Directors member.

Old Business

Ann Pollack – Bylaws Update

All four by-laws amendments passed:

1. Secretary/Treasurer position split into two separate positions.

2. Methodology for breaking election ties established.
3. The Nominating Committee shall be appointed by April 1 of each year.
4. The Awards Committee is now a standing rather than ad-hoc committee. The Awards Committee shall oversee the regional Award/Recognition Program selecting recipients of those awards. The purpose of the Award/Recognition Program is to enhance professional development, and recognize those individuals and groups who have made special and noteworthy contributions to research administration as NCURA members in Region VI.

New Business

Georgette Sakumoto – Chair, Program Committee, 2007 Region VI/VII Meeting.

Location for meeting will most likely be Park City, Utah in April 2007. Please send suggestions for topics and speakers to Georgette Sakumoto of the University of Hawaii.

A limited Sponsorship Program for the regional meeting will be established and will be taken into consideration with the site selection criteria. The Program Committee will take the lead and seek volunteers to coordinate Sponsorship. If you are interested, please contact Georgette. The Sponsorship Program committee will follow-up with the companies who expressed interest for the 2006 regional meeting.

Other Business

None.

Motion to Adjourn

Ann Pollack of UCLA moved to adjourn the meeting. Bruce Morgan of UC Riverside seconded the motion.

Minutes taken by Secretary/Treasurer Katherine Ho, UCSF.