



**April 5-8, 2009
Santa Fe, NM**

*The Art of Research Administration:
Encouraging Creativity in a Time of Change*

NCURA Regions VI & VII 2009 Spring Meeting

Program Committee

Name	Track*	Region
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Ralph Brown	Senior/Professional Development	VII
Brian Christian	Information Technology	VII
Csilla Csaplár	Pre-Award	VI
Randy Draper	Compliance/Legal	VII
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Deborah Motton	Compliance/Legal	VI
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Michiko Pane	Pre-Award	VI
Aedra Reynolds	Financial	VI
Leisa Rodriguez	Evaluations	VI
Georgette Sakumoto	Government	VI
Sinh Simmons	Sponsors/Vendors	VI
Kim Small	Evaluations	VI
Ellen Thompson	Pre-Award	VII
Denise Wallen	Government & Local Support	VII
Gale Yamada	Evaluations	VI

Special thanks to Monte Sutton, Taurean Sutton and Dan Nordquist for helping with the meeting and registration web site.

*The Track for each session is listed with each session in **boldface** under the time and location of the session.



CPE credits are not available at Regional Meetings.



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NCURA Regions VI & VII Spring Meeting

*The Art of Research Administration:
Encouraging Creativity in a Time of Change*

Saturday, April 4	
4:00 PM - 6:00 PM La Cantinita	Registration
Sunday, April 5	
7:30AM - 5:00PM La Cantinita	Registration
7:30AM - 8:30AM La Siesta Lounge	Continental Breakfast (Morning Workshop Participants and Faculty Only)
8:30AM - 11:45AM Stiha University Pre-Award Overview	Workshop 1: Successful Subawarding from Beginning to End This workshop will explore the entire cycle of subawards, from proposal development through negotiation and execution of an agreement to monitoring and closeout. Topics that will be discussed include subrecipient monitoring, invoicing, compliance with federal and sponsor requirements, and upfront risk analysis to enable successful management of agreements. This workshop will engage the participants in a lively discussion designed to introduce this complex topic to newcomers, and to provide comprehensive tools to more experienced research administrators. Presenters: Michiko Pane, Associate Director, Office of Sponsored Research, Stanford University; Csilla Csaplar, Contract & Grant Officer, Office of Sponsored Research, Stanford University.
8:30AM - 11:45AM Coronado University Financial Intermediate	Workshop 2: Facilities and Administrative Cost Rate Proposal: Base Year Preparation, Space Survey, and Negotiations A "point" in Facilities and Administrative (F&A) cost recovery can be significant to your institution and is dependent upon a credible F&A proposal and a successful negotiation strategy. This workshop will address important issues that will help your institution get a head start on the F&A rate proposal during your base year. We will discuss planning, training for, and conducting the space survey since the space survey has become one of the most important supporting activities associated with the F&A rate proposal. We will also address key points in submitting a credible F&A proposal, and considerations and expectations for conducting 'sane' and successful F&A rate negotiations. Participants are welcome to contribute ideas or "war stories" that might be interesting or useful to others in attendance. In addition, we will discuss the critical issues that senior management should be aware of throughout the entire process. Moderator: Maggie Griscavage, Director, Grants & Contracts Administration, University of Alaska, Fairbanks. Presenters: Adrienne Clifton, Director, Maximus; Virginia Baker, Senior Director, Maximus.
8:30AM - 11:45AM Ballroom North Departmental Intermediate	Workshop 3: Customer Service and Conflict Management: Can the Two Co-Exist? Listening, oral communication, interpersonal communication and teamwork are important skills that successful research administrators must obtain. When you learn to effectively manage and resolve conflicts with others, then more opportunities for success will be available. Participants will learn to develop their understanding of conflict and their capabilities to manage and resolve conflict. The goal of the workshop is to provide participants with conflict management information that can be beneficial both personally and professionally. Learning Objectives: Participants will be able to: identify their conflict management styles; describe the skills necessary to effectively engage in conflict; describe their approaches to conflict in terms of the five conflict management modes; describe

NOTE: The Track for each session is listed with each session in **boldface** under the time and location of the session.



Sunday, April 5

	how their comfort level with engaging in conflict has changed; and create a conflict management plan. Presenters: Rosemary Madnick, Director, Grants, Contracts & Compliance, Charles Drew University of Medicine and Science; Christine Pacheco, Senior Contract & Grant Administrator, Department of Internal Medicine, University of New Mexico.
12:00PM - 1:00PM La Terraza	Sunday Lunch (Afternoon Workshop Participants and Faculty Only)
1:15PM - 4:30AM Ballroom North Government Basic	Workshop 4: Introduction to the Federal Acquisition Regulation Negotiating contracts under the Federal Acquisition Regulation (FAR) can be a challenging proposition for even an experienced research administrator. This workshop will introduce participants to how the FAR works, and how to use the FAR to one's advantage when negotiating a federal contract, regardless of whether you receive it directly from a federal agency or as a flow-down from a higher tier contractor. Presenter: David J. Mayo, Director, Sponsored Research, California Institute of Technology.
1:15PM - 4:30PM Coronado Research Compliance/Legal Basic	Workshop 5: Clinical Trial Administration: Tips and Tricks to Take You Beyond Just the Contract While this workshop will provide you tips and tricks in negotiating clinical trial agreements, we will take you beyond just the contract to discuss regulatory, administrative and study management issues that arise with clinical trial administration. Panel members will present contract basics, share tools of the trade, tips, and focus on contract trouble areas. As we move beyond the contract, the workshop will address topics such as developing sound budgets, implementing billing processes, handling and responding to audits, and also provide an update on the regulatory front with IRBs, FDA, HIPAA, etc. Presenter: Angela Wishon, Assistant Vice Chancellor, Regulatory Compliance, University of Colorado, Denver.
1:15PM - 4:30PM Stiha Senior/Professional Development Advanced	Workshop 6: Professional Development: Creating Dynamic Presentations As NCURA volunteers, we are the heart of NCURA's programming success. This workshop targets participants with an interest in developing or improving their skills for giving dynamic presentations at regional and national meetings. Participants will learn how to develop effective PowerPoint slides, how to incorporate adult learning styles into presentations, and how to adapt presentations to formats used by NCURA. As an added bonus, participants will learn how to use interactive PowerPoint slides and wireless keypads to enhance teaching effectiveness and trainee comprehension. Presenters: Tony Onofrietti, Director of Research Education, Office of the Vice President for Research, University of Utah; Jackie Hinton, Technical Writer/Project Administrator, Department of Pediatrics, University of Utah.
5:00PM - 7:00PM La Terraza	Sunday Evening Reception - Sponsored by Elsevier B. V.

Monday, April 6

7:30AM - 5:00PM La Cantinita	Registration
7:30AM - 9:00AM La Siesta Lounge	Continental Breakfast
9:00AM - 9:15AM Ballroom	Welcome and Opening Remarks
9:15AM - 10:15AM Ballroom	Keynote Address In It for the Long Haul: Results from the First 30 Years of the LTER Network Speaker: Robert B. Waide, Executive Director, Long Term Ecological Research Network, University of New Mexico.



Monday, April 6

10:15AM - 10:30AM Lobby	Monday Morning Break
10:30AM - 11:45AM Ballroom North University Financial Basic	Session 1 - Allowable Costs - Proposal Development to Project Closeout An understanding of the principles of allowable costs is one of the most fundamental and useful tools in proposal development and the management of sponsored agreements. It also can be one of the most contentious areas between a PI and administrator and/or the auditor and administrator. Who hasn't found themselves in a spirited discussion about whether or not a cost can be proposed or charged to a sponsored agreement? This session will include information about guiding principles, best practices, and roles/responsibilities. Perhaps most importantly, this session will offer an opportunity for participants to share experiences/questions for group discussion. Please come to the session with examples of some of the most challenging allowable costs questions you have faced. Presenter: Ralph Brown, Director, Office of Research Administration, Colorado School of Mines.
9:30PM - 10:15PM Ballroom South University Pre-Award Overview	Session 2 - The Art of Developing a Grant or Contract Proposal Developing proposals for foundations, federal, or other funding agencies can be daunting. Getting started got you stumped? In this session you will learn steps to develop a successful proposal, hear helpful tips to improve your writing, and discover the differences between writing for grant proposals and writing for contract proposals. We'll also touch on creating a business proposal for contracts. This session will appeal to people who are new to proposal writing and those who would like a refresher course. Presenter: Jackie Hinton, Technical Writer/Project Administrator, Department of Pediatrics, University of Utah; Janet Holmberg, Grants & Contracts Specialist, Pediatrics, Lovelace Respiratory Research Institute.
10:30AM - 11:45AM Coronado Research Compliance/Legal Intermediate	Session 3 - Working with Industry: Strategies for Successful Negotiations This intermediate/advanced level session will discuss a range of topics surrounding university relations with industry in the negotiation arena. Discussions will focus on contract issues that tend to be problematic with industry sponsors, such as intellectual property, confidentiality, indemnification and subject injury, with an emphasis on successful negotiation strategies and approaches, navigating through the gray areas, developing rationale, and implementing creative options to resolve an impasse. These issues will be addressed in the context of sponsored research agreements, collaboration agreements, and clinical trial agreements. The presenters will assume that attendees already understand the issues and have experience negotiating these terms. Panelists: Randall Draper, Director, Office of Contracts & Grants, University of Colorado at Boulder; Jeri Muniz, Executive Director, Contracts & Grants, University of Southern California; Sara Judd, Director, Contracts & Grants, University of Southern California.
10:30AM - 11:45AM Stiha Senior/Professional Development Overview	Session 4 - Communicating Research: Putting the Best Face Forward in Working with the Media University research activities and efforts are often covered in local and national media. The same goes for university research challenges (otherwise known as "film at 11"). This panel will discuss the strategies and relationships between the University and the media and how best to develop and maximize them. Lessons learned and best practices will be offered for research administrators to consider when faced with media opportunities or dilemmas. Moderator: Carlos Rey Romero, Associate Vice President for Research, University of New Mexico. Panelists: Steve Carr, University Communications Representative, University of New Mexico; Karen Wentworth, University Communications Representative, University of New Mexico; Sue Vorenberg, Journalist, Santa Fe New Mexican Reporter.
12:00PM - 1:15PM Ballroom	Monday Lunch & Remarks by NCURA President Denise Clark



Monday, April 6

1:30PM - 2:45PM Coronado	Session 5 - NCURA Peer Review Process The NCURA Peer Review Program is a powerful tool for enhancing your sponsored programs operations. The review is completely confidential and is conducted by a team of nationally recognized research administrators who thoroughly review the sponsored programs area. The review utilizes national standards that represent the core and vital functions of sponsored programs, regardless of size and type of institution. At the completion of the evaluation, the institution receives a detailed confidential report that provides valuable feedback addressing program strengths and areas for improvement. This feedback assists the sponsored programs office in providing quality services, minimizing risk, and promoting a positive culture for research administration. Moderator: Denise Wallen, Director, Faculty Research Support Services, University of New Mexico. Presenters: Kathleen Larmett, Executive Director, NCURA; Peggy Lowry, NCURA Peer Review Program Coordinator, NCURA.
Senior/Professional Development Overview	
1:30PM - 2:45PM Ballroom South	Session 6 - Research Agreements and Licensing Agreements: How One Affects the Other Anyone responsible for negotiating research agreements or material transfer agreements with the for-profit sector knows that long, heavy intellectual property clauses are common foes. What may be less understood is the impact intellectual property clauses in research agreements can have on future licensing arrangements--at times even rendering an invention "unlicensable" to the dismay of the faculty inventor. This session will focus on building a basic understanding of licensing practices and will discuss how to build intellectual property clauses that meet the sponsor's needs without creating undue injury to the potential commercialization of an important discovery. Common "non-standard" intellectual property clauses (such as non-exclusive, royalty-free licenses) will be discussed with mitigation techniques to consider. Moderator: Jill Boltz, Industry Contracts Officer, Office of Technology & Industry Alliances, University of California, Santa Barbara. Presenter: Sherylle Mills Englander, Director, Office of Technology & Industry Alliances, University of California, Santa Barbara.
Research Compliance/Legal Intermediate	
1:30PM - 2:45AM Ballroom North	Session 7 - NSF Update <i>[This update will be repeated in Session 12.]</i> New developments at NSF (programs, policies, people, and budgets) will be reviewed. We will identify policy changes affecting your institution and new programs of interest to your researchers. Presenters: Joanna Rom, Deputy Director-Planning, Coordination & Analysis, Office of Budget, Finance & Award Management, National Science Foundation; Beth Strausser, Senior Policy Specialist, Office of Budget, Finance & Award Management, National Science Foundation.
Government Update	
1:30PM - 2:45PM Stiha	Session 8 - Merging Department and Central Office Function: A New Model of Operation This session will focus on the Business Research Unit, a pilot program organized at UCSF where the functions of the department and central office have been merged into a single, cohesive organization. The pilot program has proven so successful that the University is expanding the program to other departments. We will discuss the rationale for forming the unit, explain how the group is organized, cover some of the lessons learned, along with the difficulties and potential pitfalls involved in replicating the model. We will also provide insight into training issues, compliance and audit issues, and other concerns which can arise with this organizational structure. Finally, we will explain why the organization is able to provide excellent service to the faculty it supports. Moderator: John Radkowski, Industry Relations Manager, Office of Sponsored Programs, University of California, San Francisco. Presenter: Mae Moredo, Research Services Manager, Diabetes Center, University of California, San Francisco.
University Pre-Award Intermediate	
2:45PM - 3:00PM Lobby	Monday Afternoon Break



Monday, April 6

3:00PM - 4:00PM Ballroom North	Session 9 - NIH Update <i>[This update will be repeated in Session 25.]</i> Are you interested in the NIH budget, financial conflict of interest, electronic application submissions, and the implications of the peer review changes at NIH? Are you wondering what passage of the Recovery Act means for you? Are you curious about any other changes at NIH that you'll need to be prepared for? Then come hear what's new, what is changing, and what you can expect in the coming months, from the NIH Office of Policy for Extramural Research Administration. Presenter: Dave Curren, Grants Policy Analyst, Office of Policy for Extramural Research Administration, National Institute of Health.
Government	
Update	
3:00PM - 4:15PM Coronado	Session 10 - Surviving Your Internal Audit: Pitfalls and Advice from the Trenches The best way to ensure that internal audits go smoothly is to create and maintain good records. This discussion group, led by Susan Phillips Moskowitz, Research Administrator in the Department of Geophysics at Stanford University, will teach participants how to organize grant and contract records effectively in preparation for the internal audit process and implementation. Susan will share her experiences with internal audits at Stanford. Participants are encouraged to share their own audit experiences and how they prepared for their audit and the outcomes. Presenter: Susan Phillips-Moskowitz, Project Coordinator, Geophysics, Stanford University.
Departmental	
Intermediate	
3:00PM - 4:15PM Stiha	Session 11 - Making Those Relationships Work: Working with Your University Foundation This session will provide best practices and lessons learned to help Sponsored Projects Offices work effectively with their University Foundation Offices. The panelists are seasoned experts who have successfully supported and developed strategic plans and processes, as well as working partnerships that have resulted in effective and efficient procedures in meeting their individual and common goals. Come join this session with your questions and to share your experiences. Moderator: John Carfora, Director, Office for Research & Sponsored Projects, Loyola Marymount. Presenters: Joseph McNicholas, Associate Director, Office for Research & Sponsored Projects, Loyola Marymount; Betsy Till, Director, Corporate & Foundation Relations, University of New Mexico.
Senior/Professional Development	
Overview	
3:00PM - 4:15PM Ballroom South	Session 12 - NSF Update <i>[This session is a repeat of Session 7.]</i> New developments at NSF (programs, policies, people, and budgets) will be reviewed. We will identify policy changes affecting your institution and identify new programs of interest to your researchers. Presenters: Joanna Rom, Deputy Director-Planning, Coordination & Analysis, Office of Budget, Finance & Award Management, National Science Foundation; Beth Strausser, Senior Policy Specialist, Office of Budget, Finance & Award Management, National Science Foundation.
Government	
Update	
4:30PM - 5:30PM Stiha	New Member Welcome and Orientation
6:00PM - 10:00PM	Monday Dinner Groups
6:00PM - 10:00PM	Region VI RAC Meeting and Dinner
6:00PM - 10:00PM	Region VII Regional Leadership Meeting and Dinner

Tuesday, April 7

7:30AM - 5:00PM La Cantinita	Registration
7:30AM - 8:30AM La Siesta Lounge	Continental Breakfast



Tuesday, April 7

<p>9:00AM - 10:15AM Coronado</p> <p>Senior/Professional Development</p> <p>Intermediate</p>	<p>Session 13 - Emerging Adult Learning Principles for the Future Workplace</p> <p>The changing demographics of the workplace and the impact of innovative learning technologies will affect employee training, professional development and recruitment, and succession planning in the field of research administration. What will the workplace of the future look like? How can institutions prepare for transitions in personnel with vast cultural and generational differences, communication styles, and learning environment preferences? How will a team approach to problem solving change with an increase in returning older workers, shared work spaces, telecommuting, videoconferencing and webstreaming? What modifications will be made to job descriptions and performance expectations? Does your strategic plan address these issues? This session will explore a variety of strategies for adult instruction and the evolving principles and best practices for implementing appropriate, effective training processes for the future workplace. Learning Outcomes: Attendees will gain an understanding of the changing demographics of the workforce and practical strategies for delivering effective training programs; will better understand a variety of teaching methodologies and instructional technologies in the future workplace, and will learn how to use an electronic audience response system to enhance teaching and learning effectiveness for all populations. Presenters: Tony Onofrietti, Director of Research Education, Office of the Vice President for Research, University of Utah; Jackie Hinton, Technical Writer/Project Administrator, Department of Pediatrics, University of Utah.</p>
<p>9:00AM - 10:30AM Ballroom South</p> <p>University Pre-Award</p> <p>Intermediate</p>	<p>Session 14 - Subawards: Contracting for Special Cases and Complexities</p> <p>Many use the FDP template to streamline the subawarding process. But there are other instances when we may want/need to include other terms, including those that are required by the sponsor. This session will discuss considerations that need to be taken when drafting a subaward agreement, such as when the prime is a clinical trial or non-federal sponsor, or the subrecipient is a small start-up company or an entity with significant audit findings. The panelists will discuss the impact of such circumstances on contract language insertions. Presenters: Stephanie Tramz, Contract and Grant Officer, Office of Sponsored Research, Stanford University; Michiko Pane, Associate Director, Office of Sponsored Research, Stanford University.</p>
<p>9:00AM - 10:15AM Stiha</p> <p>Departmental</p> <p>Basic</p>	<p>Session 15 - Service Centers</p> <p>Learn how to optimize the formation of service centers, recharge centers, or specialized service facilities. Discussion will focus on the following criteria: cost recovery, control, financial compliance, as well as other intervening factors. Moderator: Rosemary Madnick, Director, Grants, Contracts & Compliance, Charles Drew University of Medicine and Science. Presenters: Louis Guin, Manager, BearingPoint; Bob Klein, Special Consultant, BearingPoint, Inc.</p>
<p>9:00AM - 10:15AM Ballroom North</p> <p>Research Compliance/Legal</p> <p>Basic</p>	<p>Session 16 - Senior Compliance Panel</p> <p>The audit and enforcement activity by the federal government against colleges and universities has been unrelenting and is only expected to increase with federal stimulus funding. This session will discuss recent developments in a number of research compliance areas such as human and animal subjects research, conflicts of interest, and export controls. The session will also cover developments in effort reporting, touch on high risk areas such as the compliance issues associated with international research, and will include summaries of recent mentoring and responsible conduct of research initiatives. Presenters: Patrick Schlesinger, Assistant Vice Chancellor, Research Administration and Compliance, University of California, Berkeley; Deborah Motton, Assistant Vice Chancellor for Research and Director of Research Compliance, University of California, Merced.</p>
<p>10:15AM - 10:30AM Lobby</p>	<p>Tuesday Morning Break</p>



Tuesday, April 7

<p>10:30AM - 11:45AM Ballroom North</p> <p>University Financial</p> <p>Overview</p>	<p>Session 17 - Improving Turnaround Time in a Sponsored Programs Office – Using Value Stream Analysis to Achieve Breakthrough Results</p> <p>How many research administrators does it take to set up a new grant account, and why does it take so long? Are you concerned about the length of time it takes to get a new account set up once the contract or notice of award has been received? We provide a case study of two attempts made by the Burns & Allen Research Institute over the course of three years to address the operational and customer service challenges faced by a recently combined pre-and post-award office, using a new accounting system. The first case, an ad-hoc business improvement process, was only moderately successful but provided essential background data and valuable tools for a second, professionally facilitated process called value stream analysis. Over the course of three years, we reduced the time taken to fully process new grants/contracts from 40 calendar days to less than 2 weeks, and time to enter new projects into the accounting system from “unknown” to 3 business days or less. In this presentation we will cover basic data gathering/success rate tracking, re-assigning tasks & job descriptions, creating business process documentation, and our experience with applying a formal value stream analysis model to our organization. Participants will receive an overview of basic process improvement methods, and samples of tools and data tracking models used successfully by our research institute. Presenter: Joanne Lazzaro, Manager, Sponsored Research and Funds Administration, Burns & Allen Research Institute, Cedars-Sinai Medical Center.</p>
<p>10:30AM - 11:45AM Ballroom South</p> <p>Senior/Professional Development</p> <p>Intermediate</p>	<p>Session 18 - The Mosaic of the University-Industry Relationship: A Case Study</p> <p>Both the University and its corporate partners benefit from robust, multi-pronged collaborations. Research agreements are often only the “tip of the iceberg” of a corporation’s activity on campus. By understanding all the corporate needs that can be fulfilled by the university and coordinating interactions with key companies, the university can establish longer term, deeper relationships with companies while strengthening both its research base and the career opportunities for its students. (Even in this economy!) Using UCSB as a “case study,” this session will discuss how to build an effective, coordinated and multi-pronged relationship with strategic corporate partners. The UCSB corporate affiliates program will explain how it performed outreach and connects companies to the resources they need on campus. A CEO of one of UCSB’s leading start-up companies will discuss how her company has benefited from engaging the campus on multiple levels and her perspective on what universities can do to facilitate deeper involvement. Finally, the UCSB industry contracts/tech transfer office will discuss both how the office collaborates with corporate affiliates and other campus programs and how they work “beyond the agreement” to promote and strengthen corporate relationships at UCSB. Specific attention will be paid to how sponsored projects can interact with other campus programs to facilitate build a foundation for more effective negotiations and agreements. Moderator: Jill Boltz, Industry Contracts Officer, Office of Technology & Industry Alliances. Presenters: Nancy Stagliano, CEO, CytomX Biosciences; Leslie Edwards, Director, Corporate Business Development, University of California, Santa Barbara; Sherylle Mills Englander, Director, Office of Technology & Industry Alliances, University of California, Santa Barbara.</p>
<p>10:30AM - 11:45AM Coronado</p> <p>Departmental</p> <p>Intermediate</p>	<p>Session 19 - Strategic Planning for the Department Research Administrator</p> <p>If you can't do everything, what do you do? Strategic planning is a continuously evolving task. Understanding how to manage and prioritize the often rapidly shifting focuses that accompany strategic planning will allow the DRA to effectively manage the "big picture" for their department. Presenter: Giulia Brofferio, Services Management Officer, University of California-Santa Barbara.</p>



Tuesday, April 7

10:30AM - 11:45AM Stiha	Session 20 - Universities and Federal Labs: How to Work Together in Support of the Research Mission This panel will provide a format to discuss strategies for how universities can best work with federal labs to maximize their successes in securing funds, seamlessly submitting proposals, negotiating contracts and managing grant awards. The panelists are both experienced leaders within their national labs and will share their expertise with participants. Moderator: Christine Pacheco, Senior Contract & Grant Administrator, Department of Internal Medicine, University of New Mexico. Panelists: Nan Sauer, Institute Director, Los Alamos National Labs; Marie Garcia, Program Manager, University Research, Sandia National Laboratories; Nan Sauer, Institute Director, Los Alamos National Laboratory.
Government	
Overview	
12:00PM - 1:15PM La Terraza	Tuesday Lunch & Region VI Business Meeting
12:00PM - 1:15PM Stiha	Tuesday Lunch & Region VII Business Meeting
1:30PM - 2:45PM Ballroom North	Session 21 - Integrating the Activities of the Investigator, Sponsored Programs, and Compliance Review Offices to Facilitate Proposal Submission Getting a research proposal out the door is a stressful experience for many principal investigators. One area of concern for them is the need to reconcile the proposed experiments with the budget and the appropriate compliance reviews, in advance of getting the award, which many feel is an unnecessary administrative burden. Colorado State University has developed a number of integrated information systems to facilitate the processing of such proposals, which will be discussed in this forum. In addition, in moving to a fully integrated electronic information management system (Kuali-Coeus (KRA)), ways to further enhance our ability to help the investigator submit outstanding and timely proposals will be discussed. Presenters: Kathryn Partin, Director, Research Integrity & Compliance Review Office, Colorado State University; Carmen Morales, Senior Research Administrator, Sponsored Programs, Colorado State University.
University Pre-Award	
Intermediate	
1:30PM - 2:45PM Coronado	Session 22 - Update on International Research Collaborations This session, targeted for all levels of research administration, provides attendees with an update on international research administration, along with strategies and best practices for enhancing international research collaborations. The session also covers new international initiatives of interest to NCURA colleagues. Plenty of time will be provided for audience participation, the sharing of ideas, questions, answers and meaningful discussion. Presenters: John Carfora, Executive Director, Office for Research & Sponsored Programs, Loyola Marymount University; Denise Wallen, Director, Faculty Research Support Services, University of New Mexico; David Mayo, Director, Sponsored Research, California Institute of Technology.
Senior/Professional Development	
Update	
1:30PM - 2:45PM Stiha	Session 23 - ONR Update Providing a broad update and general information, this session allows participants to ask questions and discuss issues about ONR from award to closeout. Presenter: John Vencius, Regional Director, San Diego Regional Office, Office of Naval Research.
Government	
Update	



Tuesday, April 7

1:30PM - 2:45PM Ballroom South	Session 24 - One-Person Dept Office/Roles of Dept Administrator How many hats must I wear? What is it like to be the only employee on a multi-million dollar grant? How do you keep the line of communication open and flowing with the principal investigator? What roles are you required to take on to ensure a successful research grant; to ensure you are in compliance with the terms and conditions of the granting agency and the institution you are working with and still maintain a balance between work and your personal life? Learn about the many hats you will need to wear to manage a one-person office and be successful. Also learn tips to ensure employment during these difficult economic times. Presenter: Anna Morrato, Senior Contract & Grant Administrator, Research & Economic Development/EPSCOR, University of New Mexico.
2:45PM - 3:00PM Lobby	Tuesday Afternoon Break
3:00PM - 4:15PM Ballroom North	Session 25 - NIH Update <i>[This session is a repeat of Session 9.]</i> Are you interested in the NIH budget, financial conflict of interest, electronic application submissions, and the implications of the peer review changes at NIH? Are you wondering what passage of the Recovery Act means for you? Are you curious about any other changes at NIH that you'll need to be prepared for? Then come hear what's new, what is changing, and what you can expect in the coming months, from the NIH Office of Policy for Extramural Research Administration. This session will cover the latest administrative funding and policy updates of the National Institutes of Health. Presenter: Dave Curren, Grants Policy Analyst, Office of Policy for Extramural Research Administration, National Institutes of Health.
3:00PM - 4:15PM Stiha	Session 26 - Funding Native American Serving Non-Tribal Institutions Half the institutions funded in 2008 under the new U.S. Department of Education's Native American Serving Non-Tribal Institutions designation are located in Region VI/VII. So who are we and what are the unique challenges in terms of funding and identification for this group? Participants are encouraged to come and share their institution's experiences during this interactive session. Presenter: Angie Rochat, Director, Sponsored Research & Federal Relations, Fort Lewis College.
3:00PM - 4:15PM Coronado	Session 27 - Case Studies in Research Misconduct For most people engaged in the research enterprise, doing the right thing is the operative principle. They want to perform well-designed experiments, consider the ethics of human and animal subject protection, and report accurate results. Whether we conduct research or work with those who do, it is vital that we know and understand the regulations governing research that foster a "culture of compliance" in our institutions. If we don't, the consequences to individuals and institutions and their reputations can be dire. Participants will become familiar with professional standards and institutional policies about research integrity and responsibilities, ethics and compliance obligations, personal conflicts of interest, and issues related to authorship and peer review. We will present an interactive overview of case histories that actively engages the audience. Participants will discuss and learn to identify key elements of potential misconduct and how to make the best ethical decisions. Presenters: Tony Onofrietti, Director of Research Education, Office of the Vice President for Research. University of Utah; Jackie Hinton, Technical Writer/Project Administrator, Department of Pediatrics, University of Utah.



Tuesday, April 7

<p>3:00PM - 4:15PM Ballroom South</p> <p>University Financial</p> <p>Basic</p>	<p>Session 28 - Creative Budgeting within Federal Guidelines</p> <p>Buying guns with federal money? Renting your neighbor's boat to chase seals? Would you spend federal money on these items? The answer is: YES! This session will take a look at how to discuss creative budgeting needs with your PI, and how to craft your best financial justification. We'll also take a look at a real budget, how we managed it financially, and how we communicated with the federal grants officers on the unusual items. Presenters: Maggie Griscavage, Director, Grants & Contracts Administration, University of Alaska, Fairbanks; Jerry Trainor, Principal Investigator, Interior Aleutians Campus, University of Alaska, Fairbanks; Aiah Sankoh, Grant Technician, Grants & Contracts Administration, University of Alaska, Fairbanks.</p>
<p>6:00PM - 9:00PM Ballroom</p>	<p>Dinner & Entertainment</p> <p>In keeping with our theme, "The Art of Research Administration," dancers from the National Institute of Flamenco will perform this historic dance form. Flamenco is the ancient form of artistic expression in the Spanish Gypsy culture. As an enduring oral tradition, the art and spirit of flamenco is passed from generation to generation. The song, dance and music of flamenco explore the full range of human emotion with an intense, vibrant quality that leaves audiences spellbound. NIF is committed to providing the public with a greater understanding and appreciation of this cultural treasure.</p>

Wednesday, April 8

<p>7:30AM - 12:00PM La Cantinita</p>	<p>Registration</p>
<p>7:30AM - 9:00AM La Terraza</p>	<p>Buffet Breakfast</p>
<p>9:00AM - 10:15AM Ballroom North</p> <p>Research Compliance/Legal</p> <p>Basic</p>	<p>Session 29 - Conflict of Interest: A Growth Industry</p> <p>This session will review what is happening generally in the world of conflict of interest (COI) from research conflicts to educational conflicts to clinical care conflicts, and what is happening specifically with the pending revision of federal COI regulations. In addition, we will discuss what our institutions are doing to address the ever increasing business of how COIs are handled, what we are trying to eliminate, mitigate or manage, and why, as well as education and outreach efforts. Moderator: Barbara Flynn, Senior Associate Dean for Research & Graduate & Postdoctoral Student Education, School of Medicine, Stanford University; Panelists: Jean Wylie, Director, Conflicts of Interest & Commitment, University of Colorado, Boulder; Grace Park, Conflict of Interest Administrator, Office of Research Administration, University of California, Irvine.</p>
<p>9:00AM - 10:15AM Stiha</p> <p>Research Compliance/Legal</p> <p>Basic</p>	<p>Session 30 - The Property (Equipment) Management Primer: Key Elements Affecting Sponsored Research</p> <p>This session provides an overview and facilitated discussion of key elements of equipment/property management that affect your organizations ability to comply with sponsor requirements and minimize risk. Discussion will focus on critical issues encountered during the pre-award, post-award, and close-out phases of projects and their respective implications. Topics may include: budget justifications, acquisition and title, transfers, inventory, shared funding, collaborative efforts, reports, and sub-awards. Audience participation is strongly encouraged to maximize learning opportunity for attendees. Topics will be of interest to a wide range of research administrators, contracting officers, faculty, staff, asset custodians, equipment managers, research accountants, and risk managers. Presenter: Ivonne Bachar, Director, Property Management Office, Stanford University.</p>



Wednesday, April 8

<p>9:00AM - 10:15AM Ballroom South</p> <p>Senior/Professional Development</p> <p>Advanced</p>	<p>Session 31 - Building Leadership Capacity: Training, Retaining and Developing Leaders</p> <p>Colleges and universities are arguably expected to be among the most enlightened and progressive institutions in America. So when it comes to employee training, leadership/organizational development, and work-life balance do we sit at the forefront of progressive policies and practices? In this "Meet the Press"-like session, the presenters will describe their individual and institutional experiences in these areas and the moderator will spur discussion with session participants. Yes, it's interactive. Come prepared to share your thoughts. Moderator: Ralph Brown, Director, Research Administration, Colorado School of Mines; Panelists: Kathi Delehoy, Senior Associate Vice President, Research Administration, Colorado State University; David Mayo, Director, Sponsored Research, California Institute of Technology; Susan Abeles, Associate Vice Chancellor/Controller, University of California, Los Angeles.</p>
<p>9:00AM - 10:15AM Coronado</p> <p>University Pre-Award</p> <p>Advanced</p>	<p>Session 32 - Relaunching a Sponsored Research Office: A Case Study</p> <p>In September, 2008, the Sponsored Projects Office at Loyola Marymount University (Los Angeles) began a reorganization of that office's functions, and subsequently relaunched itself in early 2009 as the Office for Research and Sponsored Projects. Please come and join the presenters as they share this experience of transforming a vision into an organizational reality with NCURA colleagues. This session is intended for anyone involved in creating, relaunching or realigning a sponsored programs office. Ranging from nuts-and-bolts issues to leadership goals, the topics will include: clarifying staff assignments, determining workflow, making IT choices, establishing strong faculty relations, creating a web presence, advocating a research agenda at a PUI, developing strategic partnerships and promoting an ethos of compliance. The session will be both interactive and informative; questions and thoughts from participants are most welcome. Presenters: Joseph McNicholas, Director of Pre-Award Services and Associate Director, Loyola Marymount University; John Carfora, Executive Director of Sponsored Research, Loyola Marymount University.</p>
<p>10:15AM - 10:30AM Lobby</p>	<p>Wednesday Morning Break</p>
<p>10:30AM - 11:45AM Ballroom North</p> <p>Senior/Professional Development</p> <p>Advanced</p>	<p>Session 33 - Senior Forum: Hot Topics in Sponsored Projects Administration</p> <p>We've received a number of suggestions for hot topics (some old, but never cold; others newly emerging), and welcome your suggestions as well. Join our panelists to discuss hot topics including managing research with fewer resources, preparing for protests from animal activists, recruiting and retaining qualified research administrators, furlough issues for sponsored projects, export laws, CAS, effort reporting, subcontract monitoring, industry contracts, relationships with University Foundations, and supplemental pay! Moderator: Wilma G.(Winnie) Ennenga, Director, Office of Grant and Contract Services, Northern Arizona University. Panelists: Randy Draper, Director, Office of Contracts & Grants, University of Colorado, Boulder; Jan Madole, Director, Office of Research & Sponsored Programs, University of Montana.</p>
<p>10:30AM - 11:45AM Stiha</p> <p>Departmental</p> <p>Intermediate</p>	<p>Session 34 - NIH Roadmap</p> <p>During the past 5 years, translational research as a discipline has come into sharper focus in academic medical centers. With key support from NIH and the FDA, new technologic applications and research collaborations have emerged that are poised to change the pace and process of introducing new drugs, therapeutic options, and healthcare management strategies. The goals of this forum are to discuss how effective management and administration can facilitate the success of translational research; to propose ways to optimize research support infrastructure with limited resources; and to identify adaptive strategies that help create sustainable research support services. Presenter: Kathy Tietje, Senior Research Scientist/Administrative Director, Tumor Vaccine Group, University of Washington.</p>



Wednesday, April 8

10:30AM - 11:45AM Coronado	Session 35 - Staff Development/Succession Planning This presentation will focus on the importance of staff development, as well as different methods and strategies for implementing professional development practices in everyday work-life. There will also be a focus on team development and collaborating with other groups outside of the research administration area. Presenter: Lisa Mosley, Senior Resource/Proposal Analyst, Biodesign Institute, Arizona State University.
Departmental	
Intermediate	
10:30AM - 11:45AM Ballroom South	Session 36 - Stimulus Awards: A Researcher's Dream or an Administrator's Nightmare? The Law is signed, the money is beginning to flow, rules are beginning to be promulgated, and now we have to figure out how to meet the demands for transparency, increased reporting and a demand for accuracy. What are we required to do? Are our systems adequate to meet the need? Who pays for this? What needs to be done and when? Who needs to get involved at our institutions? What strategy should we develop to deal with the immediate and the near term? Is this going to require new staff and if so where do they need to be deployed? We hear there has to be separate reporting for these funds--what does this mean? What types of reporting will there be? Financial? Effort, HR, goals and the attainment of goals? We will discuss practical solutions to the real problems you will face. We will bring both strategic and tactical solutions to address these questions and many others. Solutions will be the goal, with practical actions you can take back to your institutions. Moderator: TBD. Presenters: Dan W. Hamlin, Executive Vice President, Eclat Consulting LLC; Bob Klein, Senior Manager, BearingPoint Inc.
Research Compliance/Legal	
Intermediate	
11:45AM	Adjournment
12:00PM - 2:00PM La Terraza	2009 Program Committee Luncheon & 2010 Program Committee Kick-off Meeting

Thank you to all the members of the Program Committee for your hours of hard work dedicated to the success of this program. We are also grateful to all the workshop presenters, panelists, and moderators who shared their expertise to help us all grow in the profession of research administration. Finally, we wish to thank everyone who volunteered their time to help with the program planning website, assemble packets, alphabetize name badges, connect A/V equipment, staff the registration desk and perform other sundry tasks necessary to help make this a successful conference. Your contributions were invaluable!

*Julie Guggino, Region VI, and Dianne Horrocks, Region VII,
Co-chairs for NCURA Regions VI/VII Spring Meeting, Santa Fe, NM*



A Bit About Santa Fe*

Climate

Warm days and cool nights are the norm for Santa Fe so be sure to bring a jacket and sunscreen as Santa Fe is 7,000 feet above sea level and the sun is strong. High altitudes and very dry air affect people differently so don't overdo it the first couple of days and drink plenty of water to stay hydrated.

History & Culture

Santa Fe is rich in history and culture. Historic downtown sites include The Plaza, the Federal Courthouse, Sena Plaza, St. Francis Cathedral, La Fonda Hotel, Loretto Chapel, Barrio de Analco, San Miguel Mission, and the State Capitol. Canyon Road is home to El Zagan, Rafael Borrego House, and Cristo Rey Church. The Railyard District Historic Sites include Barrio de Guadalupe, Santuario de Guadalupe, Sanbusco Market Center, and The Historic Railroad.

Art & Artifacts

Santa Fe is an art lover's paradise, boasting more than 200 world-class art galleries, and many music, dance and performing arts companies. Traditional Native American and historic Spanish arts and artifacts are abundant, as are contemporary works by Native American and Spanish descendants.

Museums

Santa Fe is home to numerous museums of art and historic collections--Center for Contemporary Arts, Georgia O'Keeffe Museum, Institute of American Indian Arts Museum, New Mexico Museum of Art, Palace of the Governors, State of New Mexico Collection, Museum of Indian Arts & Culture, Museum of International Folk Art, Museum of Spanish Colonial Art, Wheelwright Museum of the American Indian, SITE Santa Fe, Poeh Cultural Center and Museum, and El Rancho de las Golondrinas.

Shopping

Santa Fe, also known as the City of Boutiques, is recognized internationally for its multitude of unique shops. Throughout its history, Santa Fe's location along historic intersecting trade routes established its enduring reputation as a shopping mecca.

Dining

Eating opportunities abound in Santa Fe. Many cafes and restaurants use indigenous regional foods, like corn, beans, squash, and chili peppers, as the basis for spectacular menus. Many boast locally grown produce, chicken and lamb and local wines. Old-world elegance, outdoor dining, and numerous cuisines, including Southwestern, European, Latin American, and contemporary American, await those hungry for new culinary experiences.

Outdoor Activities

Take a stroll through historic downtown Santa Fe, go golfing, cycling, whitewater rafting, fishing, or horseback riding, explore the region's parks, or take a train excursion. Guided excursions are also available.

Day Trips

Visit one or more of eight Indian Pueblos near Santa Fe. Visit the cliff dwellings and ruins at Bandelier National Monument and on your way stop in at the Bradbury Science Museum in Los Alamos. Visit scenic Taos with its quaint cathedrals and winding streets. Visit the red-rock cliffs at Abiquiu.



*Source: *Inside Santa Fe*, InsideSantaFeTravel.com

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