

2013



Success Through Synergy: Partners, Purpose & Passion

**NATIONAL COUNCIL OF UNIVERSITY RESEARCH ADMINISTRATORS
REGION VI/VII SPRING MEETING
PHOENIX, ARIZONA
APRIL 7-10**

PROGRAM

Updated March 25, 2013

Dear Colleagues,

Welcome to Phoenix and our annual NCURA Region VI/VII Spring Meeting! We are so excited to bring you this exciting and diverse program covering a wide-variety of subjects, including:

- Pre-Award
- Post-Award and Financial Management
- Compliance and Legal
- Professional Development
- Compliance and Research Ethics
- Management and Operations
- Electronic Research Administration

This meeting is not only time for your development and training, but we hope you are able to broaden your professional network and meet new colleagues, as well as catch up with some old friends. To this end, this year's agenda has plenty of breaks and free time scheduled in so you can have some people time!

Conference Co-Chairs,

Katherine Ho
Stanford University

Tony Onofrietti
The University of Utah

PROGRAM COMMITTEE

Co-Chairs

Katherine Ho
Stanford University
Tony Onofrietti
The University of Utah

Post-Award and Financial Management Track

Ted Mordhorst
University of Washington
Randi Wasik
University of Washington

Electronic Research Administration Track

Steve Shapiro
University of Oregon

Compliance and Legal Track

Randy Draper
University of Colorado
Helene Orescan
UCLA

Professional Development Track

Nancy Lewis
UC Irvine
Rosemary Madnick
LA Biomedical Research Institute

Compliance and Research Ethics Track

Kay Ellis
University of Arizona
Adilia Koch
Cal Tech

Pre-Award Track

Csilla Csaplár
Stanford University
Winnie Ennenga
Northern Arizona University
Michiko Pane
Stanford University

Deb Murphy
Arizona State University

Management and Operations Track

Deb Chapman
University of Alaska Fairbanks
Tamara Deuser
Arizona State University

Workshops

Josie Jimenez
New Mexico State University
Georgette Sakumoto
University of Hawaii

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VOLUNTEERS

THANK YOU to the following people for their months of hard work and dedication in pre-meeting planning and preparation, and on-site coordination and support – this meeting could not happen without you!

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Boise State University

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Colorado State University
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SECRETARY/TREASURER

Lisa Jordan
Boise State University

Sunday, April 7, 2013

8:30am – 4:45pm

FULL DAY WORKSHOP

Workshop 8

The Essentials of Research Administration at the Departmental Level

8:30 am – 11:45 am

MORNING WORKSHOPS

Workshop 1

Pre-Award Basics

Workshop 2

You're In Charge of Yourself – Self-Guided Professional Development

Workshop 3

Implementing Research Ethics Training Programs

1:30 pm – 4:45 pm

AFTERNOON WORKSHOPS

Workshop 4

Post-Award Basics and Financial Issues in Research Administration

Workshop 5

Export Controls/ITAR & EAR – How to Avoid Getting Into Trouble!

Workshop 6

Subawards & Subrecipient Monitoring: The Basics and Beyond

Workshop 7

Federal Contracting and Negotiation, Including the FAR

Sunday, April 7, 2013

8:30am – 4:45pm

FULL DAY WORKSHOP**Workshop 8****The Essentials of Research Administration at the Departmental Level****Program Level:** Basic/Beginner

As departmental administrators, you are the face of research administration when working with faculty. Departmental administrators often cover the full award lifecycle, which means you need the knowledge, strategies and the right tools to perform. This full-day workshop will focus on giving departmental administrators knowledge, tools, and strategies to succeed in research administration. Furthermore, we'll explore the ways to learn the best practices from looking at other institutions and their solutions. Topics will include budget preparation, proposal administration and submission, managing awards, cost sharing, providing faculty assistance with project management, record retention, and the department's role in audits. All of these topics will be discussed within the context of knowledge, tools, and strategies that departmental administrators use to help their faculty members perform as principal investigators. The workshop faculty are experienced in research administration at both the departmental and central administration levels, and are able to offer perspectives from different campus areas.

Learning Objectives:

- Participants will learn knowledge, strategies, understanding, and tools on how to manage sponsored programs at the departmental level, and gain best practices from other institutions.

Faculty: *Samantha J. Westcott*, Manager, Sponsored Projects Team, The Saban Research Institute, Children's Hospital, Los Angeles; *Vicki Krell*, CRA, Research Advancement Supervisor College of Liberal Arts and Sciences, Dean's Office Research, Advancement Office, Arizona State University; *Marjorie Townsend*, CRA, Research Advancement Manager, School of Life Sciences Research and Training Initiatives, Arizona State University

Sunday, April 7, 2013

8:30am – 11:45 am

MORNING WORKSHOPS

Workshop 1

Pre-Award Basics

Program Level: Basic/Beginner

This half-day workshop will explore the pre-award segment of the Sponsored Project Lifecycle and will immerse participants in the issues, challenges, processes and regulations associated with the identification of funding opportunities; development, budgeting, review, approval and submission of proposals; and review, negotiation, acceptance and set-up of awards. In addition, we will explore the roles and responsibilities of those involved in pre-award activities and transactions. The workshop will also include interactive elements to help participants confirm their understanding of the material and present them with the opportunity to immediately utilize newly acquired knowledge.

Learning Objectives:

- Participants will be able to explain the activities and transactions that commonly take place during the pre-award segment of the Sponsored Project Lifecycle.
- Participants will be able to describe the responsibilities associated with the key roles held by individuals and offices engaged in pre-award activities and transactions.
- Participants will be able to prepare a basic project budget and explain the difference between allowable v. unallowable costs and direct v. facilities and administrative costs.
- Participants will be able to explain in general terms how awards are reviewed, negotiated, accepted and set-up at universities and research institutions and identify key areas of concern regarding award terms and conditions.

Faculty: *Nancy Lewis, Director, Sponsored Projects, University of California, Irvine; Georgette Sakumoto, Administrative Officer, Office of Research Services, University of Hawaii; Dan Nordquist, Assistant Vice President/Director, Office of Grant and Research Development, Washington State University*

Workshop 2

You're In Charge of Yourself – Self-Guided Professional Development

Program Level: Basic/Beginner

How do you get from here to there? Do you know what you want to be when you grow up? How many skills does it take to climb the career ladder? Which career ladder should you climb? What is your value proposition to the organization? What if no one asks you these questions? This workshop will focus on self-directed strategies to enhance your professional development from both a technical and non-technical perspective. The presenters will share some strategies that have worked for them, and will invite participants to share their experiences as well. Participants are encouraged to bring their resumes to reference during the workshop.

WORKSHOPS

Learning Objectives:

- Attendees will have a better understanding of the importance of professional development and learn what they can do to empower themselves in setting and achieving their goals.
- Attendees will acquire strategies for enhancing their individual skill sets for career development.
- Attendees will acquire an awareness of the importance of Emotional Intelligence and other non-technical traits that will enhance their ability to move forward.

Faculty: *Lisa Mosley, Executive Director, Research Operations, Office of Knowledge Enterprise Development, Arizona State University; Josie Jimenez, Associate Director, Office of Grants & Contracts, New Mexico State University; Stacy Esposito, Director, Research Advancement, Fulton School of Engineering, Arizona State University*

Workshop 3

Implementing Research Ethics Training Programs

Program Level: Intermediate

Responsible Conduct of Research (RCR) education is required for a variety of National Institutes of Health training grants and for students and postdoctoral fellows on studies funded by National Science Foundation. What steps can you take to develop effective training and educational programs in responsible conduct of research (RCR) for your faculty, staff and students? This session will explain a variety of ethical issues encountered by researchers and will describe proven training techniques for providing the tools necessary to assess and work through those issues. Discussion will include examples of "what works" and "what does not" work and will include recommendations regarding content, methods, documentation, and administration of effective RCR programs. In this highly interactive session, participants will be presented with the relevant rules and regulations pertaining to responsible conduct of research, will engage and discuss the ethical principles and relevant cases which justify those rules and regulations, and will understand how to design and implement instructional programs to ensure compliance with RCR policies.

Learning Objectives:

- Attendees will gain an understanding of a variety of proven techniques for delivering effective research ethics and responsible conduct of research training programs.
- Attendees will better understand the ethical issues encountered by researchers and how proper training can provide the tools necessary to assess and work through those issues.
- Attendees will learn how to implement effective teaching methodologies and instructional technologies to enhance teaching and learning effectiveness for all research constituencies.

Faculty: *Tony Onofrietti, Director of Research Education, Office of the Vice President for Research, The University of Utah*

1:30 pm – 4:45 pm

AFTERNOON WORKSHOPS

Workshop 4

Post-Award Basics and Financial Issues in Research Administration

Program Level: Beginner/Intermediate

This workshop will focus on the daily operations of a Post Award Financial Administrator and managing the many facets of sponsored projects. Discussion will focus on invoicing and collection issues as well as managing overspending on sponsored projects, cost transfers, and reasonable allowable & allocable costs. You will learn how to prepare for a review or audit of these same issues and much more. Come join us for a lively discussion on the challenges and lessons learned.

Learning Objectives:

- Participants will acquire information and techniques to effectively manage the day-to-day activities of post award sponsored projects.
- Participants will examine the roles and responsibilities of key stakeholders in post award administration

Faculty: *Dennis Paffrath, Assistant Vice President for Sponsored Programs Administration, University of Maryland*

Workshop 5

Export Controls/ITAR & EAR – How to Avoid Getting Into Trouble!

Program Level: Beginner/Intermediate

Introduction to the basic concepts associated with export controls and university research activities to help keep your faculty and researchers out of trouble! This workshop will focus primarily on the impact of the export regulations (EAR & ITAR) on university research. Participants will learn about basic export terms and common myths, determine what is subject to the regulations and what is not, and get the basics on how to manage export control issues on your campus. This workshop will also go beyond the basics and cover the review of proposals and awards for export control issues; how to determine if a license is needed; explain the most common types of export licenses and how to protect export controlled projects; and discuss the export control ramifications of travel and research conducted outside the U.S. Resources and examples will be provided.

Learning Objectives:

- Participants will learn the common regulatory terms and concepts pertaining to export controls;
- Participants will develop familiarity with the organization and content of the export control regulations;
- Participants will learn to identify "red flags" that may indicate the need for additional export assessment for a particular grant, contract, or proposed activity;
- Participants will better understand the impact export control regulations have on research activities at colleges and universities;
- Participants will learn about the different types of export licenses and agreements and the steps to take if a license is needed;
- Participants will learn how to protect export controlled projects; and

WORKSHOPS

- Participants will understand how to use some of the most common license exceptions and exemptions related to research and travel outside the U.S.

Faculty: *Kay Ellis, Export Control Officer, University of Arizona; Adilia Koch, Director of Export Compliance, CalTech*

Workshop 6

Subawards & Subrecipient Monitoring: The Basics and Beyond

Program Level: Basic/Beginner

This workshop will explore the full cycle of subawards and subrecipient monitoring, a complex, shared responsibility that begins at the time of proposal development and extends throughout the life of the subaward. The workshop will focus on sharing tips, strategies and practical guidance, and is designed to introduce the topic to newcomers, as well as provide comprehensive tools to more experienced research administrators. Through discussions, case studies and exercises, participants will work through implementation strategies, approaches and solutions in areas of pre-award risk analysis, as well as post-award monitoring.

Learning Objectives:

- Recognizing subaward characteristics
- Understand subrecipient monitoring responsibilities
- Strategies for addressing day-to-day monitoring issues
- Strategies for addressing central monitoring responsibilities

Faculty: *Michiko Pane, Director of Pre-Award, Office of Sponsored Research, Stanford University; Steve Carter, Assistant Director, Purchasing & Contracts, Business Contracts, UC San Diego*

Workshop 7

Federal Contracting and Negotiation, Including the FAR

Program Level: Intermediate

If you are familiar with the Federal Acquisition Regulations (FAR), but not an "expert", and have to negotiate federal contracts, then this workshop is for you. The workshop will provide a background to federal contracting, instruction about navigating the FAR, an in-depth review of the most problematic prescriptions and clauses, and some advice about negotiating. We will also cover the major differences among the different types of federal contracts.

Learning Objectives: The participants will be able to:

- Demonstrate how to navigate the FAR;
- Explain the relationship between FAR prescriptions and clauses;
- Identify key issues associated with some problematic FAR clauses;
- Develop negotiation strategies for federal contracts.

Faculty: *Russell Brewer, Associate Vice President, Stanford University; Theresa Tom, Senior Contract and Grant Officer, Office of Sponsored Research, Stanford University*

Saturday, April 6, 2013

4:00 pm – 6:00 pm

PARTICIPANT MATERIALS PICK-UP

Sunday, April 7, 2013

7:30 am – 5:30 pm

PARTICIPANT MATERIALS PICK-UP

(Note: Will close from 12-1pm for lunch.)

7:30 am – 8:30 am

WORKSHOP BREAKFAST FOR PARTICIPANTS

(Note: Breakfast for morning workshop and full-day workshop participants and instructors only.)

8:30 am – 4:45 pm

WORKSHOPS

(Pre-registration required. Additional fee.)

12:00 pm – 1:00 pm

WORKSHOP LUNCHEON FOR PARTICIPANTS

(Note: Luncheon for afternoon workshop and full-day workshop participants and instructors only.)

12:00 pm – 7:30 pm

EXHIBITS OPEN

5:30 pm – 7:30 pm

WELCOME RECEPTION

Beverages and hors d'oeuvres

Monday, April 8, 2013

7:30 am – 4:30 pm

PARTICIPANT MATERIALS PICK-UP

(Note: Will close from 12-1pm for lunch.)

7:30 am – 8:45 am

CONTINENTAL BREAKFAST

7:30 am – 5:00 pm

EXHIBITS OPEN

8:45 am – 10:15 am

WELCOME

Katherine Ho, Chair, Region VI - NCURA
Stanford University

Tony Onofrietti, Chair, Region VII - NCURA
The University of Utah

KEYNOTE ADDRESS

Dr. Gary Dirks, Arizona State University

- *Distinguished Sustainability Scientist, Global Institute of Sustainability*
- *Teaching Faculty, School of Sustainability*
- *Julie A. Wrigley Chair, Practice of Sustainable Energy Systems, School of Sustainability*
- *Director, LightWorks*

10:15 am – 10:30 am

NETWORKING AND REFRESHMENT BREAK

AGENDA

Monday, April 8, 2013

10:30 am – 11:45 am | CONCURRENT SESSIONS

Compliance and Research Ethics

Case Studies in Research Ethics: An Historical Perspective

Program Level: Intermediate

Tony Onofrietti, Director of Research Education, Office of the Vice President for Research, The University of Utah

The proper conduct and reporting of research is of paramount importance to our institutions. Noncompliance can result in severe penalties to the organization, the individual(s), and their reputations. The modern definition of research misconduct however, in the context of responsible conduct of research training, reflects an evolution of hundreds of years of social and ethical issues that have arisen in the practice of scientific research. What may have been acceptable practice a century ago may be considered unacceptable practice by today's standards. An examination of the global history of biology, chemistry, physics and medicine provides some insightful examples of both responsibly and irresponsibly conducted research by many famous scientists. In this highly interactive session, participants will become familiar with an international case history of research misconduct and will engage in discussion of how these prominent cases have shaped contemporary perspectives on the responsible conduct of research.

Pre-Award

Foundation and Other Non-profit Agreements: Grants with Special Conditions

Program Level: Basic

Theresa Tom, Senior Contract & Grant Officer, Stanford University ; **Catalina Verdu-Cano**, Contract & Grant Officer, Stanford University

This presentation will discuss the progressive shift in nonprofits and foundations' grant agreements from terms and conditions that required little to no negotiation to a more "contract-like" environment. We will discuss the factors that have driven these changes at foundations and nonprofits all over the country, including heightened donor accountability. Finally, we will identify those terms that may pose issues in a high-education research environment and discuss how to approach the negotiation and mitigate risks.

Contracting/Legal

Coverage Analysis for Investigational Sites

Program Level: Basic/Overview

Clinical trial contracts and grants require budget exhibits that comply with applicable laws, including, but not limited to, the National Coverage Decision and Clinical Trials Policy. This interactive session will present the fundamentals of performing coverage analysis at the investigational site level. The presentation will address operational experiences and will explore budgetary and contractual implications, sponsor/CRO perspectives, appropriate conventional care determinations, and the subjectivity of Fair Market Value.

Bishoy Anastasi, Assistant Director, Clinical Trials Administration Office (CTAO), UCLA; **Helene Orescan**, Director, Clinical Trials Administration Office (CTAO), UCLA

Post-Award and Financial Management

Getting to Your Destination with Justifications

Program Level: Intermediate

Ever wonder why you need a justification? Come fly the friendly skies with your fellow research administrator's on your justification journey. Traverse the challenges of how to plan your itinerary, what to pack and how to avoid layovers by navigating the different elements of a justification. No matter what your destination might be, come join us as we take you on this justification journey.

KyMBER Everett, Grant and Contract Officer Senior, Arizona State University; **Sarah Kern**, Grant and Contract Officer, Arizona State University; **Lindsey Randolph**, Grant & Contract Officer Principal, Arizona State University

Professional Development

Redirecting Your Career Path in a Downward Turning Economy

Program Level: Basic

Progress is the product of human agency. Things get better because we make them better. Things go wrong when we get too comfortable, when we fail to take risks or seize opportunities. – Susan Rice, Stanford University Commencement, 2010. Redirecting your career is a reassessment of yourself, your education/skills, and your future goals. Maintaining the right attitude toward your work will affect how you react to job transitions and new opportunities. The session will focus on the following:

- Employability Check-up
- Explore Career Options
- Gain Skills
- Career Change – A One Stop Shop
- Manage your Career

Rosemary Madnick, Assistant Vice President, Research Administration, Los Angeles Biomedical Research Institute; **Christine Marquez**, Senior Contract Specialist, Lovelace Respiratory Research Institute

Management and Operations

Establishing a Sponsored Research Satellite/Branch Center to Serve More Researchers

Program Level: Basic

Melody Bentz, Contracts & Grants Specialist, University of Hawaii; Cheryl Reeser, Contracts & Grants Specialist, University of Hawaii

While the primary sponsored research office may be located at your central office and/or main campus, satellite/branch service centers located at the field and/or other campuses within your system provide a local presence for the researchers in which they serve. This presentation will highlight best practices and tips that the University of Hawaii's Office of Research Services has learned in establishing four satellite/branch service centers within the University of Hawaii 10-campus system. Knowledge gained from this workshop can also be applied to establishing productive research administration offices within a college or school. Topics covered will include relationship-building with researchers and their staff, collaboration with key administrators, customer service techniques and strategies, best practices to operate remotely or independently, and effective communications and interaction with research administration support offices and the primary sponsored research office.

12:00 pm – 1:30 pm | LUNCH

Monday, April 8, 2013

1:30 pm – 2:45 pm | CONCURRENT SESSIONS

Pre-Award

Subaward Issuance & Monitoring

Program Level: Intermediate

Mich Pane, Director of Pre-Award, Office of Sponsored Research, Stanford University

Subaward monitoring is not easy, and sometimes we can run up against some tough situations. A PI who doesn't want to approve an invoice, a department administrator who has disclosed some unconventional invoice payment practices, a subrecipient who doesn't submit invoices in a timely fashion, and another who refuses to provide backup documentation when asked. What can we do? Sometimes, we just have to ask the through questions. Through case-studies and examples, let's discuss various approaches and solutions to subaward monitoring challenges.

Contracting/Legal

The Devil Is In The Details: Navigating The RFP To Develop A Sponsor-Ready Budget

Program Level: Basic

Like a proposal, a budget should not be “cut and paste” from one proposal to another. Many times, it is the smallest of details in an RFP (request for proposal) that are overlooked and can cause a sponsor to reject a proposal. It’s surprising how many individuals are not fluent in reading an RFP to find and understand budget-related information that may be hidden throughout. So how do you know what to include in your budget? What forms do you use? Where do you start? Well, it’s all in the details of the RFP! This workshop will provide principal investigators and research administrators the information, tools and some “tricks of the trade” to help develop a realistic and properly formatted project budget that is fully compliant with a sponsor’s guidelines. Objective #1: teach principal investigators how to read an RFP to help them develop a comprehensive and competitive project budget that is fully compliant with sponsor guidelines. Objective #2: provide research administrators with budget review strategies, techniques, and tools to ensure budgets are not only compliant with federal regulations but with a focus on the sponsor’s guidelines.

Post-Award and Financial Management

Cost Share: To Commit, or Not to Commit, That Is The Question

Program Level: Basic

Cost share is a common occurrence in sponsored project administration and can sometimes be tricky to manage. In this session, we will lay the foundation for what cost share is, provide examples, and discuss what the federal regulations require. We will discuss best practices on both the pre- and post-award side in proposing, monitoring, and reporting cost share and will also open the floor for audience participation on this topic.

Melody Bentz, Contracts and Grants Specialist, University of Hawaii; Cheryl Reeser, Contracts and Grants Specialist, University of Hawaii

Olivia Pierce, Departmental Research Administrator, Portland State University; Sinnamon Tierney, Assistant Director of Departmental Research Administration, Portland State University

Management and Operations

Policy Development and Implementation

Program Level: Intermediate

Maggie Griscavage, Director, Grants and Contracts Administration, University of Alaska Fairbanks

Have you ever said "We need a policy for that" and, for your sins, then been asked to write it and get it going? It's not as easy as you might think. This session will cover the process from staring at a blank piece of paper through finalization and adoption, from my experience anyway. While not all universities do this the same way, I'll keep this generic enough to give you some guidance of what a written policy should include and how to walk one through to fruition.

Professional Development

Leadership as an Art

Program Level: Overview

Beth Kroger, JILA Chief of Operations, University of Colorado at Boulder

We all work under a heavy load of rules, deadlines and compliance requirements; but is that all there is to it? Your own leadership role is critical to creating a positive and fun work environment that leads to high-functioning teams that achieve goals. This session will use information from several leadership books as well as personal experiences as the source of materials. There will be an interactive component to this session that may include small group exercises, discussion and perhaps role playing.

Learning Objectives: Participants will explore various leadership principles and how they might impact job satisfaction and productivity. Participants will understand that we are all leaders who can influence our workplace, regardless of our job title. Participants will recognize the importance of fun in the workplace.

Electronic Research Administration

eRA Forum

Program Level: Overview

Each vendor (rSmart, Attain, Evisions and MAXIMUS) will give a short presentation about their products and services, with time at the end for audience questions and discussion.

rSmart: rSmart takes a different approach to higher ed technology, adding key services – cloud deployment, production support, comprehensive training – to open source, community developed Quali Coeus Research Administration and Compliance software.

Attain: Attain is a privately owned national, higher education consulting firm located outside of Washington, DC specializing in facilities and administrative (F&A) cost proposal preparation and negotiation, financial risk and compliance audit services, grants management staff augmentation, financial strategy and information technology consulting services. Attain's clients include 70 of the top 100 research institutions and 150+ universities overall.

Evisions: The Evisions Research Suite is the leading cloud delivered solution for complete sponsored project life cycle management. With over 16 years of experience in research administration, Evisions is proven to deliver flexible, easy to use and dependable systems to help run your research organization. For more information about Evisions, our products and our services, please visit: www.evisions.com/research

Maximus: Maximus provides Pre and Post Award Consulting Services, Training and Software including F&A Rate Calculations, Effort Reporting, and Space Surveys.

Steve Shapiro, Computer Services Manager, University of Oregon (moderator); Sean Warren, Quali Product Manager, rSmart; Tim Mueller, Senior Account Executive, Evisions; Amy Kimble, Solutions Consultant, Evisions; Mark C. Davis, VP Higher Education & Academic Medical Center Practice, Attain; Anne Feuerborn, Senior Manager, MAXIMUS Higher Education Practice

Electronic Research Administration

Build or Buy eRA Systems?

Program Level: Advanced

This session is for attendees from institutions that considering building or buying a computer based solution for any aspect of electronic Research Administration (ERA), such as Proposal Routing, Proposal Submission or Award Administration. We will discuss and share experiences in four areas that will help you determine the best solution for your unique

Steve Shapiro, Computer Services Manager, University of Oregon

situation: • Analyzing your current solutions and institutional culture • Working with Information Technology professionals • Considerations for computer hardware • Considerations for computer software We will discuss options to consider for building your own, buying a vendor system, or a hybrid of the two. There will be a noticeable lack of techno-jargon used during this friendly workshop.

Level/Target Audience: Department Directors & Research Administrators who are considering or who have implemented ERA solutions Learning Outcomes: Returning to your home institution with the tools to analyze the appropriate ERA solution for your situation.

2:45 pm – 3:00 pm | NETWORKING AND REFRESHMENT BREAK

Monday, April 8, 2013

3:00 PM – 4:15 pm | CONCURRENT SESSIONS

Compliance and Research Ethics

How To Promote A Culture of Compliance

Program Level: Basic

The discussion group will focus on how to engage faculty while ensuring compliance with Federal Regulations and University Policy. Panelists will discuss how we work with investigators to balance facilitating research, protecting participants, providing service, and complying with regulations. Open dialogue will be encouraged to discuss best practices. “Success stories” for how “challenging customers” have become model compliance citizens will be one hot topic.

Susan Metosky, Assistant Director, Research Integrity and Assurance, Arizona State University; Debra Murphy, Director, Office of Knowledge, Enterprise and Development, Arizona State University

Pre-Award

Deep Dive Into Budget Development

Program Level: Basic/Intermediate

Are you an expert at doing the budget on the fly? Do your faculty dismiss you when you ask for the calculation of the true cost of the project? Are post award managers frustrated with your faculty that you love and are a dream for you? It's time to learn the skills and the questions needed to improve budget development. This session will focus on how to do a fully-costed budget and the skills for how to translate that into a budget for the application. We will also share communication hints to use the budget to improve working relationships with faculty.

Lisa Mosley, Executive Director, Research Operations, Arizona State University; **Samantha Westcott**, Manager, Sponsored Projects Team, The Saban Research Institute, Children's Hospital Los Angeles

Contracting/Legal

Contracting with Industry – Three Approaches: Research Agreements, Membership Agreements, Services Agreements

Program Level: Intermediate

This session will explore the various contractual relationships between research institutions and industry, including research agreements (prime and subcontract agreements), membership agreements (institution-industry partnerships), and service agreements (work-for-hire arrangements). We will discuss the cultural and philosophical differences between research institutions and industry and explain the risks and rewards of each of the relationships. Comments will be made on the rising importance of these arrangements as federal funding declines.

Randy Draper, Director, Office of contracts and Grants, University of Colorado Boulder; **Sherylle Mills Englander**, Director, Office of Technology and Industry Alliances, University of California, Santa Barbara

Post-Award and Financial Management

OMB Circular A-21 - It's a Dry Heat

Program Level: Basic

Understanding a government circular can be a daunting task, but like the heat of the Arizona desert, it's not as bad as it seems. This presentation will make the basics of A-21 easily understandable. By the end of this session, the attendees be familiar with the scope of A-21 and Cost Accounting Standards, know how to treat certain categories of expenses, and understand the importance of the Disclosure Statement.

Anne Feuerborn, Senior Manager, MAXIMUS; **Ted Mordhorst**, Assistant Director of Post-Award Compliance, University of Washington

Management and Operations

Uh-Oh! None of This Happened At My University

Program Level: Overview

Things go awry. It is those myriad unusual situations that bring both headaches and laughter to our offices. Behind each, though, is a problem that needs to be solved, sometimes in the most creative way possible. Join us as we share some of the war stories from NCURA colleagues across the country, the solutions arrived at (or not).

Professional Development

We Are Late For A Very Important Date

Program Level: Basic

We work in a fast pace environment with competing demands for our time and energy. At any given moment we may have to redirect our energies due to an urgent demand. Stress can be almost crippling if we fall prey to those who are demanding our talents. Time management skills are a necessary tool for our toolkit to help maintain calm, increase energy and keep forward momentum.

***Diane Barrett**, Senior Research Administration Consultant, rSmart; **Samantha Westcott**, Manager, Sponsored Projects Team, The Saban Research Institute, Children's Hospital, Los Angeles*

***Allison Ramos**, Principal Contract and Grant Officer, University of California, Irvine; **Randi Wasik**, Director, Administration & Finance, University of Washington*

4:30 pm – 5:30 pm | NEW MEMBER RECEPTION (by invitation only)

Tuesday, April 9, 2013

7:30 am – 9:00 am

CONTINENTAL BREAKFAST

7:30 am – 5:00 pm

EXHIBITS OPEN

7:30 am – 4:30 pm

PARTICIPANT MATERIALS PICK-UP

(Note: Will close from 12-1:30 pm during lunch and regional business meetings.)

Tuesday, April 9, 2013

9:00 am – 10:15 am | CONCURRENT SESSIONS

Pre-Award

National Institutes of Health Update

Program Level: Overview

David Curren, Assistant Grants Policy Officer, Division of Grants Policy, NIH/OER/OPERA

Join us for an update on all the exciting happenings at NIH over the last year. Topics include information regarding Hurricane Sandy; proposed changes coming from the Biomedical Research Workforce Working Group and the Council on Financial Assistance Reform (COFAR); upcoming financial system changes regarding subaccounts and closeout; RPPR Update; the new NIH ASSIST system for multi-component applications; and many other important topics.

Post-Award and Financial Management

Only the Shadow Knows

Program Level: Basic

Randi Wasik, Director, Administration & Finance, University of Washington

An interactive session centered around shadow systems, when you need them, what you should use them for and how to build an effective model. In this session we will discuss tools and techniques to help bridge the gap from what our institution's systems can provide to what we really need to ensure accurate tracking, forecasting, monitoring and presenting both current and forward looking analysis and how to present the information to a variety of audiences.

Management and Operations

Project Management: Learn Strategies, Tools, and Techniques for Managing Complex Projects

Program Level: Basic

Managing a complex project means not only having fantastic project management skills, but also understanding how to deal with the chaos of today's workplace. Technology, requirements, partnerships, and competitive strategies are continually updating and transforming and a strong project manager must learn how to adapt to these changes while leading the project to successful completion. This session will assist you in dealing with these complexities and lead with success.

Susan Carson, EPSCoR Fiscal Professional, University of Alaska Fairbanks; **Deb Chapman**, Director, Business Operations, Office of the Vice Chancellor for Research, University of Alaska Fairbanks

Contracting/Legal

The Diversity of Material Transfer Agreements: From Fundamental to Complex

Program Level: Basic

Material Transfer Agreements (MTAs) have grown in number and complexity in recent years. These agreements, which govern the sharing of research tools, are used by both non-profits and industry. Have you ever wondered why there are so many different types of these documents, such as Simple Letter Agreements (SLAs), Uniform Biological Materials Transfer Agreements (UBMTAs), human specimen MTAs, animal MTAs, and induced pluripotent stem (iPS) cell MTAs? This session will cover the essential elements of an MTA, dissect commonly disputed terms, and discuss specific complex and nuanced situations requiring special consideration. We will present examples of troublesome clauses, as well as negotiation tips and solutions. We will also describe unique policies and practices some particular public and private research institutions, as well as the National Institutes of Health, have developed to handle MTAs.

Sophia Chang, Industry Contracts Manager; University of California, San Francisco; **B. Jaysen Rajkomar**, Material Transfer Associate; Stanford University; **Anna Solowiej**, Technology Transfer Specialist, National Institutes of Health (NIH)

Electronic Research Administration

Build or Buy eRA Systems?

Program Level: Advanced

Steve Shapiro, Computer Services Manager, University of Oregon

This session is for attendees from institutions that considering building or buying a computer based solution for any aspect of electronic Research Administration (ERA), such as Proposal Routing, Proposal Submission or Award Administration. We will discuss and share experiences in four areas that will help you determine the best solution for your unique situation: • Analyzing your current solutions and institutional culture • Working with Information Technology professionals • Considerations for computer hardware • Considerations for computer software We will discuss options to consider for building your own, buying a vender system, or a hybrid of the two. There will be a noticeable lack of techno-jargon used during this friendly workshop.

Level/Target Audience: Department Directors & Research Administrators who are considering or who have implemented ERA solutions Learning Outcomes: Returning to your home institution with the tools to analyze the appropriate ERA solution for your situation.

Professional Development

NCURA Region VI's LEAD Me Program

Program Level: Overview

Jennifer Teixeira, Principal Research Administrator, University of California, Merced and Chair of Region VI Education and Professional Development Committee

The Region VI Education and Professional Development Committee, invites you to attend an interactive session focusing on LEAD Me Mentee "Personal Best Project" presentations. Projects will focus on and demonstrate how each Mentee utilizes the five core leadership practices espoused in the Leadership Challenge by authors James Kouzes and Barry Posner, i.e., Model the Way, Inspire a Shared Vision, Challenge the Process, Enable Others to Act, and Encourage the Heart. Mentee projects also present solutions and/or improvements to real workplace research administration needs. Each Mentee, upon completion of his/her project will actively seek your feedback about the viability of his/her plans, sharing of related experiences and resulting outcomes. Finally, there will be an opportunity for you to learn about the program's goals and objectives, Mentee and Mentor expectations, program activities and participant testimonials. Come join us.

Tuesday, April 9, 2013

10:30 am – 11:45 am | CONCURRENT SESSIONS

Compliance and Research Ethics

Principles of Data Management

Program Level: Intermediate

Researchers will encounter a variety of ethical issues throughout their careers. The principles, professional norms, and debates which surround those issues will be examined in order to better understand how to ensure responsible conduct of research. Because the integrity of the research depends on the integrity of the data, how can the researcher ensure that appropriate data management principles are being observed in every stage of the scientific process? Which data sets are to be included or excluded in publications? When does relying on the previous research of others become plagiarism? Who will be listed as an author on collaborative research, and how will the names be ordered? What are the responsibilities of a mentor to his/her trainees? What are the duties and obligations of the trainee to his/her mentor? In this energetic and interactive session, participants will engage and discuss some key questions in these essential areas of responsible conduct of research.

Pre-Award

National Science Foundation Update

Program Level: Overview

This presentation is a comprehensive review of what is new and developing with the National Science Foundation's programs, policies, people and budgets. Participants will learn about changes affecting proposal submissions and grant awards and new programs of interest to researchers.

Contracting/Legal

Introduction to the FAR

Program Level: Basic

Negotiating and managing contracts under the Federal Acquisition Regulations (FAR) can be daunting for even the most experienced Research Administrator. This session will introduce participants to the FAR's purpose and organization and explain how it works. (Note: This session will be followed on Wednesday morning by a session on how to negotiate FAR clauses.)

***Tony Onofrietti**, Director of Research Education, Office of the Vice President for Research, The University of Utah*

***Samantha Hunter**, Policy Office, National Science Foundation*

***Randy Draper**, Director, Office of Contracts and Grants, University of Colorado Boulder; **Winnie Ennenga**, Director, Office of Contract and Grant Services, Northern Arizona University; **Tammy Whetter**, Senior Grant and Contract Administrator, Office of Grant and Contract Services, Northern Arizona University*

Post-Award and Financial Management

Apply F&A To My Projects: I'd Rather Hug a Cactus

Program Level: Basic

This presentation aims to take some of the prickly out of the topic of F&A rates by explaining the basics. The administration and application of rates can seem like a hassle, but F&A recovery is essential to supporting research at your institution. The presentation will dispel the myths of F&A rates (they are real costs!), and attendees will learn what makes up an F&A rate, how it is calculated and the reality of recovery of indirect costs.

Anne Feuerborn, Senior Manager, MAXIMUS; **Randi Wasik**, Director, Administration & Finance, University of Washington

Management and Operations

Change Management for eRA Implementation

Program Level: Basic

A discussion geared towards those who are in the midst of, or preparing for, the implementation of a new electronic research administration (eRA) system on an institutional level. Discuss the common steps it takes to prepare for and facilitate a successful implementation. Understand and accommodate the needs of key groups of users. Realize and manage the change involved in implementing a new system. Presenters will share their experiences and lessons learned and request the attendees to do the same.

Barbara Inderwiesche, Quali Coeus Administrator, University of California, Irvine; **Jeri Muniz**, Executive Director, Contracts and Grants, University of Southern California

Professional Development

Using Training Effectively: Training for Change

Program Level: Intermediate

Nancy Lewis, Director, Sponsored Projects, University of California, Irvine; **Rosemary Madnick**, Assistant Vice President, Research Administration, Los Angeles Biomedical Research Institute

An effective training program can turn average employees into excellent employees. On the other hand, the lack of an effective training program can lead to the loss of good employees and thus cripple the organization. Training is crucial for organizational development and success. Developing an effective research administrator training program is vital to the long term success of your organization. By taking an organized approach to training, you can achieve an excellent return on your training investment.

The objectives to be covered in the session:

- Identifying your essential training requirements
- Deciding on the training goals and objectives
- Creating a training program
- Monitoring and evaluating the training

12:00 pm – 1:30 pm | LUNCH and REGIONAL BUSINESS MEETINGS

Region VI Lunch and Business Meeting
Alaska, California, Hawaii, Nevada, Oregon, Washington

Region VII Lunch and Business Meeting
Arizona, Colorado, Idaho, Montana, New Mexico, Utah, Wyoming

Pre-Award

Understanding and Managing a Federal Contract for the Departmental Research Administrator

Program Level: Basic

The majority of awards received by universities are federal grants, and our management practices are generally tuned to these types of awards. However, there are some key differences between the terms of a grant versus contract, and it is critical to take these differences into consideration to avoid serious problems. This session will discuss the key differences between federal grants and contracts, and identify important elements of managing federal contracts for the departmental research administrator.

Russell Brewer, Associate Vice President, Stanford University

Contracting/Legal

Contracting with Industry – Senior Panel Discussion

Program Level: Overview (Intermediate/Advanced)

A panel of experts with years of experience negotiating and managing industry contracts for research will comment on the current state of affairs between universities and industry and encourage and entertain comments and questions from the participants. Discussion will focus on industry agreements not funded with federal money. This will be an advanced discussion, but open to all interested parties.

David Allen, Director, Tech Launch Arizona, University of Arizona; Randy Draper, Director, Office of contracts and Grants, University of Colorado Boulder; Sherylle Mills Englander, Director, Office of Technology and Industry Alliances, University of California, Santa Barbara; Lillian Smith, Director, Strategic Initiatives & Legal Liaison, UCLA

Post-Award and Financial Management

Got Documentation? The importance of documentation and record keeping in post-award research administration

Program Level: Basic

Management of sponsored projects under a vast number of federal, state, sponsor, and institutional policies and regulations can be complex and daunting. Research Administrators are expected to be able to navigate through all the policies and regulations in an effort to reduce risk and keep the university in compliance. Having clear, organized and thorough documentation can aid in grant management and potential audits.

Olivia Pierce, Departmental Research Administrator, Portland State University; Sinnamon Tierney, Assistant Director of Departmental Research Administration, Portland State University

This session focuses on how to think about and document various transactions on sponsored projects. What questions should research administrators ask in order to have all the information needed to properly document? What is important to keep in the project file? Specific examples of cost transfers, cost accounting standards exceptions, cost allocations, cost share, etc. will be used to help illustrate how to capture what is needed for your sponsored projects.

Management and Operations

Cultivating Community of Practice in Research Administration

Program Level: Basic

How do we help our Research Administrators find inspiration in their corner of the big picture? How do we honor diversity while fostering a sense of belonging? Studies show these kinds of goals lead to higher levels of excellence and accountability, and frankly make work more fun and rewarding. These goals also support balancing the interests of investigators and meeting compliance requirements. We will discuss our trials and tribulations at OHSU as we work to cultivate a more engaged community through a collaborative online platform, a newly centralized training and education program, and monthly news meetings used to disseminate important information. We are looking at evidence-based ways to emphasize community and collaboration on all these fronts.

Professional Development

Success! How to Organize Your Work Life So You Can Leave at 5pm

Program Level: Overview

Aimed towards those who are new to research administration, this session will focus on:

1. Pre- and post-award practices for an efficient, organized and successful Research Administrator (includes tips and tricks for navigating through the grant application process, roles and responsibilities, time-management)
2. Introduce Project Management as a framework for getting through larger projects; and
3. Practical advice on Professional Advancement for the new Research Administrator, and how to utilize NCURA.

***Nancy Duncan**, Policy & Financial Compliance Manager, Sponsored Projects Administration, Oregon Health & Science University; **Margaret Gardner**, Research Development & Administration Education Coordinator, Office of the Vice President for Research, Oregon Health & Science University*

***Mitali Ravindrakumar**, Contract and Grant Officer, University of Southern California; **Yvette Villicana**, Research Administrator, University of California, San Francisco; **Allison Weber**, Director, Government/Non-Profit, Los Angeles Biomedical Research Institute*

Electronic Research Administration
ERA Systems for Proposal Submission and
Award Administration: State of the Art
Program Level: Overview

Winnie Ennenga, Director, Office of Contract and Grant Services, Northern Arizona University; **Debra Murphy**, Director, Office of Knowledge, Enterprise and Development, Arizona State University

2:45 pm – 3:00 pm | NETWORKING AND REFRESHMENT BREAK

Tuesday, April 9, 2013

3:00 PM – 4:15 pm | CONCURRENT SESSIONS

Pre-Award

Conflicts of Interest and Collaborative Science
Program Level: Basic/Intermediate

Tony Onofrietti, Director of Research Education, University of Utah

New federal Conflict of Interest policies for researchers became effective in August, 2012. Significant changes include expanded reporting requirements, increased compliance and monitoring, and stricter standards for financial disclosures. In this highly interactive session, the different types of conflicts of interest and commitment will be presented and their governing principles explained. Ethical issues encountered by researchers and research administrators will be examined in order to better identify and manage conflicts of interest. A variety of collaborations between academia, government and private industry in research and the conflicts of interest that may arise from these relationships will be described.

Contracting/Legal

Intellectual Property: The Nuts and Bolts
Program Level: Basic/Overview

Sherylle Mills Englander, Director, Office of Technology and Industry Alliances, University of California, Santa Barbara; **Lillian Smith**, Director, Strategic Initiatives & Legal Liaison, UCLA

What is a patent, exactly? Why does everyone keep fighting about them and how do I survive the experience? What is all the fuss about copyrights and software source code? This session will provide the fundamentals needed to negotiate intellectual property terms in funding agreements. The session will build and understanding of: (1) the various types of intellectual property (patents, copyright, trademarks, trade secrets) and their importance to both universities and companies; (2) the standard components of a strong intellectual property clause for university research agreements; and (3) the most common problematic terms and how to approach negotiations involving them. Real life examples will be used.

Post-Award and Financial Management

Hot Topics in Financial Compliance: Working to Avoid Risk While Managing the Award

Program Level: Overview

Post-Award management of awards can be a simple task if all of the participants knew the compliance requirements, properly documented each cost, and no one ever scrutinized them. Despite proposed changes to the OMB Circulars, there are still many compliance pitfalls that need to be negotiated. This session will review hot topics in financial compliance and their impact on managing risk. Topics will include: 1) effort reporting, 2) cost transfers, 3) subrecipient monitoring, and 4) billing and grant accounting. The panel will share their experiences and lessons learned.

Learning Outcomes:

1. Overview of issues surrounding financial compliance;
2. Identify potential compliance risks with effort reporting, cost transfers, subrecipient monitoring, and billing and grant accounting functions;
3. University perspective of challenges with resources, leadership, while facilitating day-to-day transactions; and
4. Industry best practices to overcome these challenges and avoid institutional risk.

Management and Operations

Data Demands on Your Research Enterprise: How Are You Dealing With Sponsoring Agencies' Increasing Demands for Institutional Data?

Program Level: Basic

With federal sponsor's demands for more and more data (ARRA, RPPR, STAR, etc.) it is becoming increasingly important to capture quality data at our institutions. This discussion group will be an opportunity to hear from other institutions about how they are meeting those demands. Topics of discussion will include how institutions ensure they are capturing "good" data, data ownership at the institution, institutional enterprise data warehouses, and how data is submitted to sponsoring agencies. The discussion will include the importance of data management and talk about why data needs should be identified early, rather than waiting until the sponsor's request for data.

Sylvester A. Carreathers, Director, Research Administration, Kaiser Permanente Southern California ; Mark C. Davis, Vice President and National Practice Director, Higher Education & Academic Medical Centers of Attain; Martin Smith, Manager, Attain

Jason Myers, Associate Director, Office of Research Information Services, University of Washington

Professional Development

(C)onfident (R)eassuring (A)ccomplished: How to Study for the CRA Exam

Program Level: Overview

Vicki Krell, Research Advancement Supervisor, Arizona State University; Marj Townsend, Research Advancement Manager, Arizona State University

Do you find a need to create a study group for your staff or colleagues to study for the CRA exam? Research administrators have an increasing interest in obtaining their CRA certification but, due to limited institutional resources, it is often not possible to send staff to organized CRA study seminars, groups and conferences. We will discuss ways to create cost effective sessions to enable your staff to study and gain the knowledge needed to pass the CRA exam.

6:00 – 8:00 pm | DINNER

Join us for dinner and dancing with one of Phoenix's hottest DJ's! We hope you take this fun opportunity to get to know new colleagues and re-connect with old friends. What better way to do it than with laughter and happy feet. Line dancing, Gangnam-style, and any other requests you may have for the DJ – don't be shy!

Wednesday, April 10, 2013

7:30 am – 9:00 am

CONTINENTAL BREAKFAST

7:30 am – 11:30 am

INFORMATION DESK

Wednesday, April 10, 2013

9:00 am – 10:15 am | CONCURRENT SESSIONS

Pre-Award

**How to Write a Winning Grant Application?
Have It Reviewed First!**

Program Level: Overview

*Michael Helms, Director of Strategic Research
Development, Dept. of Anesthesia, Stanford University*

This presentation will describe our experience with a mandatory internal review process for all grant applications. The key feature of this process is to have senior faculty and staff and colleagues within the university and outside to critically review grant applications and provide the author with constructive feedback well before the grant application is due, thus giving them time to make changes and improvements before submitting it. The result of this new process, implemented two years ago, has been to help our department win approximately \$30 million in new grant funding and improve our ranking in terms of NIH funding to anesthesiology departments across the country from 16th place in 2009 to 3rd place in 2011.

Contracting/Legal

Negotiating Federal Contracts

Program Level: Intermediate

*Randy Draper, Director, Office of Contracts and Grants,
University of Colorado Boulder; Winnie Ennenga,
Director, Office of Contract and Grant Services, Northern
Arizona University; Tammy Whetter, Senior Grant and
Contract Administrator, Office of Grant and Contract
Services, Northern Arizona University*

We have often heard the comment/complaint that one can't negotiate with the federal government. Not true! The Federal Acquisition Regulations provide the ground work for negotiations. This session will use the information presented in the Introduction to the FAR session to demonstrate how a little knowledge about the inner working of the FAR can be used to negotiate a better contract for your Principal Investigator. We'll examine a few of the most problematic clauses and discuss negotiation strategies.

Post-Award and Financial Management

Project Closeout at Cedars Sinai Medical Center

Program Level: Overview

Kimberly Jackson, Financial Management Analyst, Cedars-Sinai Medical Center; Derick Jones, Project Financial Manager, Cedars-Sinai Medical Center

This interactive session will examine how Cedars- Sinai Medical Center has revamped their overall closeout process to gain tighter financial controls, and administrative efficiency. It highlights the financial and compliance goals of the institution while meeting our close out matrix objectives. The presentation provides the background information and implications of the issues faced in sponsored research offices around the country while trying to close out grants and contacts in a timely and compliant manner. The session also will provide detailed knowledge of how CSMC developed policies, procedures, system customizations, and obtained end user/departmental buy-in to the closeout process. Finally, we will summarize with a debriefing period discussing real world examples that we run into and how institutions can overcome these with help from the audience and what we found.

The Learning Objectives from this session will allow individuals insight into the policies & procedures for conducting financial closeouts on grants & contracts, definitions of closeout, match OMB Circular requirements as well as other sponsors defined procedures and provide process checklists that can help streamline the process.

Professional Development

Energy Boosters: Keeping Your Workers Energized, Engaged and Animated

Program Level: Basic

Vicki Krell, Research Advancement Supervisor, Arizona State University; Marj Townsend, Research Advancement Manager, Arizona State University

Working with limited resources can be challenging; however, it is possible to keep your office and staff upbeat and positive. Having an energized staff not only creates a pleasant workplace, but it carries forward to the PI's. This session will provide useful strategies and tools to effectively engage staff, and, peripherally, management and faculty.

10:15 AM – 10:30 am | NETWORKING AND REFRESHMENT BREAK

Pre-Award

How To Keep Everyone On Track

Program Level: Basic

Do you have problems getting things from your PIs in a timely fashion? Do they ignore your emails? This interactive forum will discuss tips and tools on how to establish key timelines, roles and responsibilities, and other crucial items within the proposal development arena. Learning Objectives: Modify existing tools to meet your instructional and individual needs; Learn how to define roles to effectively meet timelines; Share best practices on how to correspond and engage with your faculty successfully.

Vicki Krell, Research Advancement Supervisor, Arizona State University; Marj Townsend, Research Advancement Manager, Arizona State University

Post-Award and Financial Management

And the Top Ten Things Are

Program Level: Overview

A light hearted look at Department Administration in a financial light - managing your time, best practices, implementing change and team work to get the job done.

Randi Wasik, Director, Administration & Finance, University of Washington

Management and Operations

Building the Case: Research Tracking and Reporting Systems

Program Level: Intermediate

As a large “Banner” finance research University, University of Alaska-Fairbanks (UAF) explored our post-award set up process and determined it could be streamlined... but how? Join us to learn about how UAF went from start to “almost” finished with process mapping and exploring post award setup and project management software. Our team reviewed current processes, gathered data, and explored canned software along with homegrown software options. Find out what we discovered along the way and the hurdles we overcame.

Nickole Conley, Chief Fiscal Officer, University of Alaska Fairbanks; Kimberly Cox, Executive Officer, University of Alaska Fairbanks

Compliance and Research Ethics

Financial Conflict of Interest (FCOI) and the National Institutes of Health (NIH): How Have Things Changed?

Program Level: Basic/Intermediate

Winnie Ennenga, Director, Office of Contract and Grant Services, Northern Arizona University; **Maggie Griscavage**, Director, Grants and Contracts Administration, University of Alaska Fairbanks; **Debra Murphy**, Director, Office of Knowledge, Enterprise and Development, Arizona State University; **Dan Nordquist**, Director, Grant and Research Development, Washington State University; **Dennis Paffrath**, Assistant Vice President for Sponsored Programs Administration, University of Maryland

12:00 pm | MEETING ADJOURNS