

Room	Track	Title	Level	Session Type	Lead Presenter, Institution	Description
National Council of Research Administrators						
CONFERENCE PROGRAM						
Region VI and Region VII Meeting						
Portland, OR - November 4-8, 2017						
Saturday, November 4, 2017						
<i>Registration Open: 3:00 PM to 5:00 PM</i>						
Sunday, November 5, 2017						
<i>Registration Open: 7:30 AM to 5:00 PM</i>						
Morning Workshop Attendees - Continental Breakfast: 7:30 AM to 8:15 AM						
Workshops - Morning: 8:30 AM to 12:00PM (SEE WORKSHOP DESCRIPTIONS on WEBSITE)						
Afternoon Workshop Attendees - Lunch: 12:00-1:30PM						
Workshops - Afternoon: 1:30 PM to 5:00 PM (SEE WORKSHOP DESCRIPTIONS on WEBSITE)						
Welcome Reception 6:00-8:00pm						
Monday November 6, 2017						
<i>Registration Open: 7:30 AM to 5:00 PM</i>						
Continental Breakfast: 7:30 AM to 8:15 AM						
<i>(New Members, LEAD Me, Emeritus Breakfast: 7:15 to 8:15)</i>						
Conference Welcome and Keynote Address: 8:30 AM to 10:30 AM						
		Dawn Kaiser, Inspirational speaker & Joy refeuler!				The Heart of Change : Leading a Successful Team Transformation- In today's fast paced world, change is inevitable. As a leader you are tasked with helping your team members adapt to the myriad of changes they face. However when we only address change from a head space we miss a key piece of the picture. In this session we will explore the heart of change and the techniques you can use to help your team move forward one step at a time.
Morning Networking and Refreshment Break: 10:30AM to 10:45am AM						
Sessions 10:45 AM to 12:00 PM						
	Compliance/Legal/Federal	NSF Update	Overview	Concurrent Session	Samantha Hunter, NSF Senior Policy Specialist	Overview current NSF policies and updates
	Compliance/Legal/Federal	Intellectual Property & Tech Transfer in the University Environment:The Nuts & Bolts	Basic	Concurrent Session	Sherylle Mills Englander, Director, Office of Technology & Industry Alliances, University of California, Santa Barbara	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? What, exactly, does a technology transfer office do and how do our missions potentially overlap? 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; and, (2) provide a basic understanding of the mission, role and practices of university technology transfer offices.
	Contract Negotiation/Subcontracts/Industry contracts	Negotiating a Prime Award that has Subawards - common clause pitfalls to look out for	Intermediate	Concurrent Session	Katie Rountree, Associate Director of Contracts and Grants, University of Southern California; Rachelle Richmond, Grants & Agreements Officer, Portland State University	When you're negotiating your prime award, it can be easy to forget that subcontractors might also have to abide by the terms. This session will focus on common terms that can be problematic to disastrous for subcontracts if not negotiated correctly in your prime award.
	Human Capital & Professional Development	More Creativity means More Results	Intermediate	Concurrent Session	Rosemary Madnick, Executive Director, OGCA University of Alaska Fairbanks; Jay Graham, Stanford University	Going from an idea to a product or an accepted business practice is a difficult task. Creativity assists in to process by forcing one to consider multiple alternatives. The search for multiple alternatives often results in the selection of a better alternative. Process applies to both physical products and business procedures.

	Departmental Administration	Compliance Fundamentals for the Departmental Research Administrator	Intermediate	Concurrent Session	Jennifer Cory, Stanford University	This session will cover the essential compliance areas in which Departmental Research Administrators (DRA) should be versed. In order to maintain compliance with federal and institutional regulations, the DRA needs to have a broad and basic understanding of managing animal and human subject research, maintaining a safe research lab, overseeing personnel, and applying policies. Topics covered will include IACUC, IRB, export controls, lab safety and responsible conduct of research. This session will not cover financial compliance.
	Post-Award	Allocability: the Mathematical Part of the Allowability Test	Basic	Concurrent Session	Sarah Kern, Senior Cost Accounting Analyst Arizona State University, 480-965-0029; Nicholas Petersen, Arizona State University	Appropriately reflecting the proportional benefit of an expense on a sponsored project can be tricky. This hands-on session will solidify your understanding of this important part of the allowability test and show you how to use math to successfully navigate the process. You will be lead through a complex, real-life allocability case study that will significantly increase your competence in this topic.
	Systems, Management and Operations	Using Data and Data Visualization to Develop a Culture of Enthusiasm	Basic	Concurrent Session	John Markley, Assistant Director for Organizational Insights, Office of Sponsored Research, Stanford University	Changing a culture around how data is viewed can be hard. How do you go from a culture of spreadsheets and pivot tables and analysis to one where data is accessible and you don't need to be an expert to understand it? How do you get people comfortable with the transparency that data can provide? See how one institution has used data visualization to make informed decisions about its operations with a mere glance of visualized data around real-time work-in-progress, how workload assignments are managed through historical look backs at completed transactions and how the organization tells its story through visualization. Learn how one institution's Pre-Award team routinely considers the data elements captured in their day-to-day transactions and how they have placed a focus on real-time, visualized data and turned their reality in to a team of enthusiastic users of data to make informed decisions.
	Pre-Award	Compliance at the Proposal Stage: Prepare Now to Avoid Headaches Later	Basic	Concurrent Session	Yessenia Sarmiento, CRA; Contract & Grant Officer; Regents of the University of California, Los Angeles, Office of Contract and Grant Administration; Evan Garcia,CRA; Contract & Grant Officer; Regents of the University of California, Los Angeles	This session will provide a basic overview of how compliance is a key factor in submitting a proposal. This session will cover the who, what, when, why and how compliance is a key part at the proposal stage. We will discuss the steps that sponsored projects administrators can take to not only ensure that a proposal submission is successful, but to make sure that pre-award and award acceptance run efficiently.
Lunch: 12:00 PM to 1:15PM						
Sessions 1:20 PM to 2:30 PM						
		LEAD Me Presentations Group 1				List of Presenters will be updated
	Compliance/Legal/Federal	Alternatives to Effort Reporting: Design and Implementation	Intermediate	Concurrent Session	Lisa Mosley, Executive Director, Office of Sponsored Projects (OSP), Yale University	The administrative burden placed on faculty and institutions performing research continues to be a major area of concern for the research enterprise at the federal and university level. One intent of the Uniform Guidance (2 CFR 200) was to address these burdens by streamlining policy requirements and focusing on research outcomes. This session will discuss an NCURA funded research initiative to establish a national cohort of universities to develop a model policy alternative to "Effort Reporting" – often viewed as the most confusing and burdensome administrative task placed on faculty. An overview of the most common after-the-fact methodologies will be reviewed, as well as building an internal control framework around compensation and strategies for implementation.

Contract Negotiation/Subcontracts/Industry contracts	Collaborative Research Agreements Under Gifts: Effectively Navigating and Managing Contract Agreements for Research under Gift Funding	Intermediate	Concurrent Session	Saiga Anne Qureshi, PhD MBA Senior Research Program Coordinator University of California, San Francisco (UCSF) OB GYN RS The California Preterm Birth Initiative ; Deborah Rutkowski-Howard, Subaward Manager, Research Management Service UCSF; Karim Hussein, UCSD, Assistant Director, Contracts & Grants at University of California San Diego; Noam Pines- UCB, Associate Director Sponsored Projects Office, University of California, Berkeley	Many institutions receive research support in the form of gift funding, and this is an area that may be growing going forward as the composition of research funding changes over time. This gift funding may necessitate contracts or purchase agreements with collaborators and partners with funds provided under gifts in order to further support the institution's own research efforts. However in facilitating collaborative research efforts, it can be uniquely challenging to draft, negotiate, track and manage a "subaward" to a collaborator without prime award terms and conditions to flow down to the subrecipient. This session will explore and discuss a broad range of things to consider for effectively entering into and managing such contracts for research and purchase agreements under gifts.
Human Capital & Professional Development	Mentoring Relationships – How they work and can be beneficial	Basic	Discussion Group	Trisha Southergill Grant Support Manager Montana Tech 406-496-4727	Come and join a discussion on mentoring programs and the relationships that these interactions can build. Ideas to be discussed include: ideas for mentoring program activities, how the mentor/mentee relationship can benefit both parties, and making it work (roles, relationships, and expectations).
Departmental Administration	Pickles, Binds, and Hard Places: How to Manage from the Middle	Intermediate	Concurrent Session	Csilla M. Csaplar Director of Administration and Finance, Geophysics Stanford University 650-498-6877 csaplar@stanford.edu	Departmental research administrators often feel the push and pull of responsibility and responsiveness to several competing voices. This can put DRAs in the middle of potentially uncomfortable negotiation or prioritization situations. When PIs are being stubborn, pushy, or intimidating, where can DRAs take opportunities to become a valuable resource and asset? This session aims to discuss how and when to push back on or educate PIs, central office administrators, or even sponsors! When is it appropriate to do so, where do you need to push, and how do you know? This session will also give tips about how to know the difference so DRAs are facilitating a compromise rather than feeling stuck in the middle.
Post-Award	Hot Topics: What's Happening in Post-Award Administration?	Overview	Discussion Group	Rosemary Madnick, Executive Director, Office of Grants and Contracts Administration, University of Alaska Fairbanks, 907-474-6446	This session will focus on the ever changing landscape in post-award administration. It will cover effort reporting, cost share, sponsoring reporting, PI transfers and more. Please join this open forum discussion to address key issues that are affecting post-award administration, and learn the successful policies and procedures that have been developed at other organizations.
Systems, Management and Operations	Establishing a Culture of Training in the World Research Administration	Basic	Discussion Group	Noah Congelliere, Training and Development Specialist, University of Southern California, (213) 740-7392	Have you ever wondered how to implement a research administration training program to faculty and/or staff at your institution? Given the ever-changing rules and regulations that accompany sponsored projects, it's never been more imperative to have a training infrastructure in place that supports the administration of research. This session will describe how the University of Southern California implemented an internal certificate program for research administrators as well as a university-wide grants management training program for PIs. You'll learn the basics of setting up a training program, how to navigate potential pitfalls, and most importantly how to foster a culture of learning within the complex world of research administration.

	Pre-Award	Proposal Support and Submission: Perspectives from Department-based and Service Center-based Offices	Basic	Concurrent Session	Autumn Salazar, Director Sponsored Research Services, UC Merced, atjalsma@ucmerced.edu Elise Mills, CRA RACC, Contract & Grant Manager, University of California Berkeley; Michael Hitchcock, Stanford University	The presenters will explore the differences in university structures around proposal support. Different models for proposal notification and submission based on the experiences from each school will be discussed including the specific requirements of the PI at each university including: 1) required notification timeline; 2) types of documents needed by when; and 3) how pertinent proposal information is collected. The presenters will also explore the differences between department-based and service center-based support models with a discussion of the positives and challenges of each model.
Sessions 2:35 PM to 3:45 PM						
		LEAD Me Presentations Group 2				List of Presenters will be updated
	Compliance/Legal/Federal	Agreement Business Decisions	Intermediate	Concurrent Session	Heather Clark, Director Research Operations, PreAward Services Arizona State University, Office of Knowledge Enterprise Development, Operations 480-965-1427	In this session participants will be provided guidance on agreement business decisions. This session will share how business decisions facilitate getting the deal done, internal party involvement to proceed with the negotiation further, influencing factors to consider and how to assess and present risk.
	Contract Negotiation/Subcontracts/Industry contracts	Intellectual Property Clauses in Research Agreements	Overview	Concurrent Session	Sherylle Mills Englander, Director, Office of Technology & Industry Alliances, University of California, Santa Barbara	Federal, Non-profit & Private industry have different interests when it comes to the rights they seek out of sponsored research. This session will explore the rights generally sought by each sponsor type, and what concerns to be aware of when navigating IP terms in awards from each sponsor type.
	Contract Negotiation/Subcontracts/Industry contracts	Things to Consider When Issuing Subaward Agreements	Basic	Concurrent Session	Michiko Taniguchi Pane, Director, Pre-Award Operations, Stanford University; Laura Register, Assistant Director, Subaward Compliance and Oversight, Stanford University, laregist@stanford.edu	This session will focus on the contextual elements that should be considered when drafting a subaward agreement. It will include a discussion of how things like scope of work, deliverables, prime sponsor terms, and project-level and entity-level risk analysis should drive how and what gets put into an agreement. Participants will learn strategies for how to approach drafting subaward agreements, Participants will be able to identify areas for special consideration in working with a variety of subaward scenarios.
	Human Capital & Professional Development	Leadership - are you where you want to be?	Overview	Discussion Group	Theresa R. Caban, MPA, CRA Grant & Contract Officer II, Manager Kaiser Permanente Southern California 626-564-3483	Discuss what it means to lead, including ramifications of taking a leadership role, expectations, qualifications ...what matters
	Departmental Administration	Financial Compliance: Why Your Department Could be at Risk	Overview	Discussion Group	Tolise Dailey, Training Development Specialist, CU Boulder, 303-735-7736	Department administrators are often presented with ethical issues, by their faculty members, that forced them to balance getting the job done while being compliant. This discussion group will address the key risks in sponsored compliance, grant accounting and financial management at the departmental level. Specific topics that will be discussed are cost allocation, effort reporting, cost transfers, financial oversight and internal controls.
	Post-Award	Managing Faculty Effort and Salary Distributions	Intermediate	Concurrent Session	Helen Powell, Manager of Radiology Grants Administration, University of Washington Michael Anthony, Executive Director of UWFIN:Research and Student Accounting, University of Washington	Faculty effort commitment should not be left to chance. In this session, we will cover best practices for tracking faculty effort commitments, how to calculate salary distributions, and review faculty effort certification processes. This is meant for the departmental post-award staff. Central offices may be interested to see what is involved at the department level "to get it right."

	Post-Award	Pros & Cons of Self Disclosure: A Cautionary Tale	Intermediate	Concurrent Session	Dave Doty, Associate Director, Colorado State University Diane Barrett, Colorado State University	When accepting Federal funding there are a myriad of laws, regulations and guidelines that require awardees to disclose: improper business practices, overpayments, fraud, bribery, or other violations that potentially affect a Federal award(s). Within this session we will have a discussion a real life case study of actual self-disclosure to the Office of Inspector General. The outcomes of the disclosure and the resulting aftermath might not be what you would expect for doing the "right thing". Objectives: • A better understanding of the actual disclosure process and subsequent actions that might be expected. What actions might be most beneficial and what might not in the disclosure process. • Possible pitfalls that might be avoided depending on the agency and the relationship with that agency. • Who do engage for help.
Afternoon Networking & Refreshment Break 3:45PM to 4:00 PM						
Sessions 4:00 PM to 5:00 PM						
	Post-Award	Post-Award Basics: A Landscape Overview	Basic	Concurrent Session	Lee T. Pettit, CPA, CISA Assistant Director Research Operations Fiscal Oversight Arizona State University Knowledge Enterprise Development	This Post-Award Basics presentation is the professional development opportunity that focuses on the post-award aspects of research administration at a high-level. This workshop is intended for those new to the profession seeking a more complete understanding of the current landscape. This includes a general discussion of financial compliance issues and best practices.
	Contract Negotiation/Subcontracts/Industry contracts	Contracting Basics - the Meat and Bones of a Contract	Basic	Concurrent Session	Katie Rountree, Assoc. Director Dept. of Contracts and Grants, University of Southern California; Grace Park, Principal Subcontract Officer, University of California Irvine	This session will review the major clauses that are included, or should be included, in every research contract. We will discuss why the clause is needed, and what you should be looking for when you review these clauses. Note: This session will not cover Intellectual Property as it will be covered in depth during other sessions
	Human Capital & Professional Development	Skill Development: Thinking in the Gray or When Gray is Okay	Intermediate	Discussion Group	Julie Guggino, Director, Research and Sponsored Programs, Central Washington University, 509.963.2640	More often than one would imagine, the work of research administrators falls into those gray areas between the black and white of regulations. How do you teach others or develop the skill in one's self to think in the gray zone while still remaining in compliance and engaging in best practices? Using case studies from pre- and post-award areas, the group will discuss how to engage in exploring the gray and ways to integrate this kind of thinking into your skill set.
	Departmental Administration	Departmental Administration - Jack of All Trades	Basic	Concurrent Session	Randi Wasik Associate Dean for Finance, Administration and Strategy WSU's Flyod College of Medicine 5093686837	The session will be aimed at covering all aspects of departmental administration for both basic science as well as clinical departments. There will also be insights valuable to those in central administration who may not be aware of the complexities of departmental administration
	Post-Award	Award Closeouts: Using Data for Batch Processing	Intermediate	Concurrent Session	Sarah Kern, Senior Cost Accounting Analyst Arizona State University, 480-965-0029	If you are drowning in checklists and don't have enough resources to keep up with the never-ending pile of closeouts, a closeout batching process may be just what your organization needs. ASU has successfully piloted this technique for a year, saving hundreds of hours of staff and student time, as well as significantly increasing actual closeouts completed. This session will describe how to structure this process at your organization, from data strategies to staffing.

	Systems, Management and Operations	Homegrown systems are (MORE THAN) okay!	Overview	Concurrent Session	Derek Brown, Research Operations Administrator, Office of Research Support and Operations, Washington State University	This session will give overview level information on what every Research Administrator needs to know about homegrown systems, and how their various components can be intertwined and used efficiently. Washington State University will demonstrate their homegrown online systems, which connect online routing and approval systems with their grants databases, powerful monitoring and reporting tools in and of themselves. Other tools including PI dashboards, Compliance forms, "drag and drop" email technology, staff workload trackers, and other online tools will be discussed, along with some "lessons learned along the way".
	PUI	ASSIST, Workspace, Research.gov: Transitioning from one system to the next	Intermediate	Concurrent Session	Jane Woodcock, Faculty Grants Manager, Reed College, 503-788-6673	Efforts to modernize and migrate proposal preparation and submission capabilities are underway whether we're ready for them or not. Federal agencies have deployed new systems such as ASSIST (NIH) and Workspace (Grants.gov) in order to phase out legacy PDF applications. The NSF Electronic Research Administration (ERA) Forum has initiated a Proposal Submission Modernization initiative to gradually modernize and migrate FastLane to Research.gov. Do your PIs know about these upcoming changes? More importantly, do you know about these changes? As a PUI, your campus may have limited technological resources, or does it? Knowing who to ask and preparing for the roadblocks ahead is the first step to a successful transition. During this session, we will briefly review each system; discuss the steps one may take to ease into these new systems; and learn how to use the agencies themselves as key resources.
	Pre-Award	Success Strategies for Securing and Managing Nonprofit Funding	Intermediate	Concurrent Session	Zach Gill, OSU; Aaron Shonk, Director of Foundation Services, Oregon State University Foundation	An introduction into the unique set of issues involved with working with foundations and other nonprofits. Private foundation and nonprofits represent a growing source of many universities' research portfolios. They also can present new and challenging issues that differ from projects sponsored by the federal government or private industry. Nonprofits have unique missions, motivations, and requirements, which must be properly addressed at each step of the proposal/award process. University foundations can be a useful partner in securing research funding from sponsoring private foundations. This relationship requires ground rules, open communication, and problem-solving techniques to be successful.
<i>Dinner Groups: 7:00 AM to 5:00 PM (sign-up required) Meet in Lobby</i>						
Tuesday November 7, 2017						
<i>Registration Open: 7:30 AM to 5:00 PM</i>						
Continental Breakfast: 7:30 AM to 8:15 AM						
<i>Morning rountable discussion groups 7:30 AM to 8:15 AM</i>						
Sessions 8:30 AM to 10:00 AM						
	Compliance/Legal/Federal	NIH Update	Overview	Panel/Concurrent/Skype	Kristin Ta, NIH	Skype/remote session with current NIH updates

	Compliance/Legal/Federal	Compliance Roadshow	Basic	Interactive Concurrent Session	Debra Murphy, Sr. Compliance Officer and Director, Research Operations, Arizona State University, 480-965-2179	As a front line research administrator, you are regularly responsible for providing guidance on University and federal policies. In this role you are in a great a position to offer support and assistance to researchers. This interactive concurrent session will provide an overview to help you better understand the areas in non-financial compliance including issues involving human subjects, animal care and use, environmental health and safety, export controls, intellectual property, conflicts of interest, and responsible conduct of research related to misconduct in research that intersect with award acceptance that may require special attention in advance of award acceptance.
	Contract Negotiation/Subcontracts/Industry contracts	So FAR, So Good: The Federal Acquisition Regulations	Basic	Concurrent Session	Sherrie Dennehy, Principal Contract and Grant Officer, University of Southern California, 213-740-6061; Colleen James, Principal Contract and Grant Officer, University of Southern California	We will review the structure and basic principles of the FAR. We will then review specific FAR clauses that are usually acceptable, clauses that may need you to proceed with caution, and clauses that will raise red flags. For the high risk clauses, we will discuss techniques on how to handle them if you see them in your contracts.
	Human Capital & Professional Development	Global Fellowship - Lessons Learned	Overview	Concurrent Session	Lee T. Pettit, CPA, CISA Assistant Director Research Operations Fiscal Oversight Arizona State University Knowledge Enterprise Development	The NCURA Global Fellowship program is a joint initiative between NCURA and our global sister research administration societies. The Fellowship program has two underlying objectives: (i) the training of research administrators, and (ii) enhancing global research collaboration. This program is intended to reduce barriers to global research administration and create an administrative environment conducive to global research collaboration. There is an ever increasing amount of global research collaboration, and this fellowship hopes to create a pool of individuals who are able to interpret a multitude of various sponsor requirements and assist their institution with administrative compliance – from application submission through financial reporting and closeout.
	Departmental Administration	Supporting both basic science and clinical research from the department research administrator perspective.	Intermediate	Discussion Group	Katherine Emmett Director of Research Administration Institutes on Development and Disability, Department of Pediatrics, Department of Ob/Gyn, Center for Women's Health Oregon Health and Science University 503-494-2695	From cost reimbursement to capitation, effort commitments to wRVUs, and federal grants to industry clinical trials, the differences between basic science and clinical research are extensive. This discussion group will review the main differences between basic science and clinical research and how department research administrators who support both can help to build sustainable and compliant programs.
	Systems, Management and Operations	ezFedGrants-Exploring the newest USDA online system	Basic	Concurrent Session	Matthew Michener, Grant and Contract Coordinator Lead, Office of Research Support and Operations (ORSO) Washington State University	Join us for an interactive session on how to use and navigate the new USDA ezFedGrants system. Session Objectives: <ul style="list-style-type: none"> • Register in ezFedGrants • Understand and choose user roles • Navigate through system • Build and submit proposals, progress reports, financial reports, and invoices • Route items for approval and signatures
	PUI	Preparing for and Managing Subawards at a PUI: Exploring New Territories	Basic/ Intermediate	Discussion Group	Kelly DellFatti, Director of Sponsored Research, Lewis & Clark College	So, you have a PI who wants to lead a collaborative proposal effort that will require a subaward. That sounds like a great opportunity—but your small, predominantly undergraduate institution (PUI) has never issued or managed a subaward before (or your experience in doing so is extremely limited). Further, the Uniform Guidance doesn't make this any easier and your institution may not be super excited about the additional work, especially if your indirect cost rate is based on Salaries & Wages only. Where do you begin? This session will discuss strategies and resources on how to get started, how to set things up at the proposal stage to ensure success at the award stage, and what to do once you receive the award—immediately and beyond.

	Pre-Award	Proactive Proposal Review	Overview	Discussion Group	Tolise Dailey, Training Development Specialist, CU Boulder, 303-735-7736	How can we be proactive about compliance issues in Pre-Award to avoid Post-Award delays? This session focuses on how organizations can better manage compliance issues at the proposal phase so they are not caught off guard when the award is funded. We will discuss the Pre-Award compliance complexities in Research Administration, and explore new strategies and ideas to smooth out the process during the Post-Award stage. Topics that will be covered are conflict of interest, export control, intellectual property, subrecipient monitoring and sponsor administrative requirements, among others.
Morning Networking and Refreshment Break: 10:00 AM to 10:15 AM						
Sessions 10:20 AM to 11:40 PM						
	Federal Agency	NIH 101	Basic	Concurrent Session	Johanna Zimmerman Departmental Research Administrator College of Liberal Arts and Sciences Portland State University; Heather Clark, Director, Office of Research/Sponsored Projects Administration, Arizona State University	This session will cover the basics of NIH for new administrators, or anyone who does not work with NIH often. We will provide an overview of how NIH is organized, how to prepare NIH proposals, process JITs, and considerations for accepting awards. Participants will be exposed to the SF424 Application Guide and ASSIST and will learn key differences between different NIH funding mechanisms.
	Compliance/Legal/Federal	Uniform Guidance and Opportunities for Reducing Administrative Burden	Senior	Discussion Group	Lisa Mosley, Executive Director, Sponsored Projects, Yale University	Discussion topics will include opportunities for reducing burden at the institutional level by allowing flexibility in policy for non-federal sponsors (where appropriate), elimination of redundant internal reviews and restrictions, harmonizing institutional review requirements, expanding JIT compliance reviews when permissible, increasing efficiency and effectiveness of compliance review and eliminating outdated internal over regulation.
	Contract Negotiation/Subcontracts/Industry contracts	Incoming Federal Subcontracts from Industry: The Complexities Explored for Deciphering & Negotiating Federal Flow-through Industry Contract Terms.	Intermediate	Concurrent Session	Kevin Stewart, Associate Director, Industry Contracts, University of California, Santa Barbara; Caroline Jones, Assistant Director, Pre-Award Services, Stanford University, cejones@stanford.edu	Navigating the breadth of issues and concerns in an agreement for Federally-funded research where industry is the prime contractor and the university is the subcontractor can be quite complex. For some contractual topics, such as for intellectual property terms, the provisions incorporated in the university subcontract are for the most part dictated by the company's own Federal prime award terms. However for other topics, such as for termination, publication, and export control compliance terms, it can be highly challenging to find common ground to address the concerns and constraints for the university as well as those of both the Federal Government AND the industry prime contractor. Additionally, companies which apply their standard purchase order terms and conditions to a university subcontract can be the most formidable set of terms of all to navigate. This session will explore and discuss the unique challenges in reviewing, negotiating and coming to agreement on the terms of Federal flow-through subcontracts from industry, where participants are encouraged to share their own strategies and approaches for successfully coming to agreement on terms.

	Human Capital & Professional Development	What in the World is that Research Administrator SAYING??	Overview	Concurrent Session	Tolise Dailey, Training Development Specialist, CU Boulder, 303-735-7736	Have you ever had a conversation with a PI during which they gave you a totally blank look of incomprehension? Are you a department administrator dealing with staff in a central office and they often have no clue what you're referring to, or why? Or maybe you're central staff communicating with a new department administrator? Or your own new staff? Or with someone who's counting the days until retirement? It's called "the look," and we all get it from someone at some point during our career, sometimes often. If you get "the look" too often from a stakeholder, you may lose their attention for the conversation or sometimes permanently. This discussion group will help attendees understand why they're getting "the look," what they can do to change "the look" to comprehension, and how to not get "the look" during work conversations
	Departmental Administration	The Real Administrators of Departmental Research: RADR	Basic	Discussion Group	Derick Jones, Program Manager, LABiomed. 310-974-9328.	are you a new to Departmental Administration: Are you trying to figure out who can help, well this is the session for you. This session will give you an insider perspective on understanding the players of Departmental Research Administration. Attendees will gain insight on who, what, when and where you can go for help when you are new to a department. Learning how to understand the circle of research administration at your institution is critical for the success of a DRA.
	Post-Award	Making the Case for Allowability	Overview	Discussion Group	Danielle Silvas, Arizona State University	This session will lend guidance on how to define allowable, allocable and reasonable costs while adhering to sponsor guidelines and institutional policies. Please come ready to discuss, your decision metrics for making the case for allowability. The discussion group facilitator and participants will highlight and discuss their own unique situations they've encountered in determining allowability of costs, and discuss the current audit environment and findings as it relates to Uniform Guidance Subpart E – Cost Principles.
	Systems, Management and Operations	Public Speaking, the Intimate Art Form	Basic	Concurrent Session	Sarah Kern, Senior Cost Accounting Analyst Arizona State University, 480-965-0029	While public speaking is a rewarding experience, many people are afraid of it and/or don't know how to improve the skills needed to captivate an audience. If you are looking for inspiration and practical tips to become a better NCURA presenter, or to present at NCURA for the first time, this session is for you.
	Pre-Award	Reviewing Subrecipient Single Audits and Assessing Risk – An Audit Perspective	Intermediate	Concurrent Session	Laura Register Assistant Director, Subaward Oversight & Compliance Stanford University 303-838-2163	Ever wonder what that material weakness means and why it's a problem? Hate worrying what the auditors will think of your review of subrecipient single audits? Wish you could be better prepared for subrecipient monitoring questions? As Uniform Guidance places emphasis on subawards and risk assessment, reviewing and understanding the single audit report and subawarding risk becomes an integral step in subrecipient monitoring and management. This session will focus on preparing you to review and interpret the single audit report, identify risk factors, and understand what your auditors are expecting from you.
Lunch: 11:45 PM to 1:15 PM						
<i>Regional Business Meeting Lunch Region VI: Region VII:</i>						
Sessions 1:20 PM to 2:30 PM						
	Compliance/Legal/Federal	Common Rule - Is Change Coming?	Intermediate	Discussion Group	Debra Murphy, Sr. Compliance Officer and Director, Research Operations, Arizona State University, 480-965-2179	Topics of discussion will include revisions to the common rule requirements for: informed Consent, IRB review of studies meeting exemption criteria, definitions of terms such as "limited review", continuing review requirements, and impacts of single IRB review. Time will be open for frank discussion of impacts of the impending changes.

	Contract Negotiation/Subcontracts/Industry contracts	Navigating the Basics: A Primer on Clinical Trial Contract Negotiation	Basic	Concurrent Session	Heather Kubinec and Shabana Durrani, University of California, Irvine	Join us as we delve into the complex world of clinical trial contracting with industry. This session is geared towards negotiators who are new to clinical trials and will guide participants through key concepts, common issues and sticking points. Objectives: Participants will gain an understanding of clinical trial contract provisions and develop skills to handle negotiations.
	Human Capital & Professional Development	How to Empower People to Step Up	Overview	Discussion Group	Derick F Jones, Program Manager, The Institute for Translational Genomics and Population Sciences, 310-974-9328; Matthew Kirk, Manager, Grant & Contract Svcs. Cedars-Sinai Medical Center	Success cannot be built on weakness so we must focus on our strengths. How do we enhance productivity as well as performance of those whom we manage and with whom we collaborate. In this session we will discuss ways to motivate and empower staff and those we work with.
	Departmental Administration	Best Practices for Achieving Compliance with the NIH Public Access Mandate	Basic	Concurrent Session	Kim Frazer Business Analyst, Electronic Research Administration, UCI; Hanna Kim, Center Grant Administrator, Beckman Laser Institute, UCI	NIH Public Access Policy requires that published journal articles resulting from NIH-funded research be made available to the public no later than 12 months after the date of publication. The public access mandate has been extended to NSF-funded research as well, and the government is moving toward making it a requirement for ALL federal funding. Non-compliance with this policy affects researchers because federal funding could be withheld. This presentation will introduce best practices for achieving compliance, and provide access to helpful resources, like the NIH Public Access Compliance video produced by UCI's Office of Research.
	Post-Award	Closeout is Not the Time to Reconcile the Award	Overview	Discussion Group	Nina Ganeff, Research Accountant II Office of Sponsored Research, Stanford University	This session will provide a basic overview of how account monitoring and reconciliation concepts are crucial to the closeout process. A well-managed project simplifies closeout. Attendees will learn how to properly closeout a sponsored account. They will understand the importance of reviewing financial transactions throughout the lifecycle of an award, and the significance of making sure that all sponsor's deliverables have been met.
	PUI	Is your institution ready for an Electronic Research Administration (ERA) System?	Basic/ Intermediate	Concurrent Session	Deb Shaver, Director, Office of Sponsored Programs, University of Idaho	Participants will be able to describe an overview of the process for identifying whether their institution is ready of an Electronic Research Administration (ERA) System.,
	Systems, Management and Operations	Mapping a Course for Research Security Compliance	Intermediate	Concurrent Session	Sean McKay, Chief Information Security Officer, Office of Information Technology, Portland State University ; Brandon Barnhill, Compliance Officer, Research & Strategic Partnerships, PSU; Mario Navarro Palos, Information Security Officer, Office of Information Technology, PSU; Rachelle Richmond, Grants & Agreements Officer, Sponsored Projects Administration - Research & Strategic Partnerships, PSU	Portland State University's research department and information security team partnered together to build a program to support the needs of faculty engaging in research projects with specific data security compliance obligations. This presentation outlines the strategy, processes, and workflow Portland State University has developed to identify and address these requirements.
	Pre-Award	Developing Center Grants & Complex Proposals	Intermediate	Concurrent Session	Christine Morris, University of California San Francisco (UCSF); Sharon Louie, University of California San Francisco, Eunice Chang, UCSF	Center grants and other complex proposals (cooperative agreements, multi-million dollars) require flexibility and coordination. Whether you are a new or experienced research administrator, successfully handling a proposal with the challenges of multiple budgets and institutions/parties is rewarding.
Sessions 2:35 PM to 3:45 PM						
	Compliance/Legal/Federal	Export Control Basics: Understanding the Regulations in a University Setting	Basic - Intermediate	Concurrent session	Debra Murphy, Sr. Compliance Officer and Director, Research Operations, Arizona State University, 480-965-2179	This session is an introduction to the basic concepts associated with the export control regulations and the impact of the regulations on the university community. The participants will learn basic export control terminology, know what regulations and sanctions are

	Contract Negotiation/Subcontracts/Industry contracts	Issuing Outgoing Subcontracts under Federal Prime Contracts: Approaches and Strategies	Intermediate	Concurrent Session	Sherrie Dennehy, Principal Contract and Grant Officer, University of Southern California, 213-740-6061; Dave Doty, Associate Director Colorado State University dave.doty@colostate.edu	Taking a federal contract and converting it into a subcontract can be tricky. FAR clauses alone can be intimidating, but when you have to consider the type of institution you are subcontracting, as well as any other specifics of the subcontractor's work, it can become a daunting task. We'll discuss approaches for how to decide which clauses to flow down, how to best structure the subcontract, and how to make sure that your negotiation goes as smoothly as possible.
	Human Capital & Professional Development	Building Bridges - Professional Development and Leadership Programs across Sponsored Research	Intermediate	Concurrent Session	Angela Ford, Senior Contract and Grant Officer, University of California, Berkeley, 510-642-8117	Professional development can get tossed to the wayside when faced with deadline after deadline, yet professional development opportunities can be a factor in many people's decision for accepting a position and/or continued job satisfaction. Additionally, after all those hours of investment in training a sponsored research officer, how does an organization keep its employees engaged and create growth opportunities to retain talented employees? The development of employees is vital to the long term success of an organization. Speakers will discuss the professional development and leadership programs implemented at three institutions (Univ of CA, Berkeley, Stanford and Univ of CA, San Francisco), including a joint-professional development and training meeting series that is developed and conducted bi-annually by the three institutions.
	Departmental Administration	Working with difficult faculty	Intermediate	Discussion Group	Csilla Csaplar, Stanford University	Establishing open dialogue with faculty can be challenging in the best of times, which makes building those relationships even more critical when having to navigate difficult situations. How do you communicate institutional and sponsor regulations, requirements, and pitfalls to your faculty? What happens when a proposal misses a deadline, or a faculty member tries to circumvent a process or policy? Who breaks bad news to the investigator, and how do you approach the conversation? In this discussion, we will work through examples of tough conversations with faculty, how and when they are necessary, and how to strategize around addressing complex or potentially uncomfortable issues.
	Post-Award	Financial Management of Sponsored Awards: How to get it right?	Overview	Discussion Group	Ashley Stahle, Senior, Office of Sponsored Program, 970-491-0974	Financial research administration responsibilities can be overwhelming. The process of managing a grant once funded and properly closing it out when it ends are the day-to-day activities that central and departmental research administrators struggle with. This session will introduce best practices that will assist research administrators with post award administration. Topics will include account reconciliation, cost principles, financial status reports, cost transfers, and internal controls.
	Systems, Management and Operations	Problem Solving in the Real World: Making Your Brain Work for You	Overview	Concurrent Session	Sarah Kern, Senior Cost Accounting Analyst Arizona State University, 480-965-0029	Do you ever run across a problem and feel that you don't have the necessary tools or the right amount of time to solve it? Do you want/need to increase your ability to find creative solutions to problems? If your answer to either of these questions are "yes", this presentation is for you. We'll be taking a unique approach to effective problem solving by not only talking about simple techniques but also going deep into brain theory to uncover the imbedded barriers to effective engagement and how to overcome them. This presentation is structured to provide attendees with a paradigm shift as it relates to handling problems. Increasing effective problem solving skills will not only benefit you in your professional and personal life, but will also have a powerful impact on your organization.

	PUI	Leading Faculty at PUIs to the Trail for Successful Proposal Writing and Submissions	Basic/ Intermediate	Concurrent Session	Julia Anderson, Director SPARC-Sponsored Programs, Agreements, Research, and Contracts, Southern Utah State University	Faculty at PUIs often cite the lack of time and support to engage in the seeking of extramural funding. This session is an overview of the strategies and training that Southern Utah University has implemented over the past 3 years to successfully engage faculty to write and submit proposals. During this session the participants will learn: How to provide successful strategies for getting faculty to participate in training and the proposal process; How to assist faculty in finding and assessing a notice of funding opportunity (NOFO); Key elements of the first page of the proposal; Strategies for developing the narrative, timeline, budget, evaluation, and attachment; Who does what in the proposal development process and grant life-cycle (Sponsored program office versus principal investigator);What happens next? Funded or not.
	Pre-Award	Orchestrating a Clinical Research Proposal	Intermediate	Concurrent Session	Linda Chow, UCSF; Nina Mayo-Baylon, Team Manager/Contracts & Grants Officer, University of California, San Francisco	PI: "I plan to submit a clinical research proposal with 15 other sites as subcontracts next month. Would you please build the budget for me?" RA: (Oh my! Where's my conductor hat?) "This sounds very promising. Happy to help! Let's get started and kick off with a meeting to plan out the stakeholders' specific roles and responsibilities?" Clinical Research applications can be a challenging and tedious process, but with effective resources and collaboration amongst the stakeholders, a month timeframe may be possible. This presentation provides an introductory to intermediate exposure to the various resources and tools available for various clinical research proposal types.
Afternoon Refreshment Break: 3:45 PM to 4:00 PM						
Sessions 4:00 PM to 5:00 PM						
	Compliance/Legal/Federal	Project Level Payroll Certification	Intermediate	Concurrent Session	Patricia Hawk, Assistant Vice President Office for Sponsored Research and Award Administration Oregon State University 541-737-6699	Oregon State University has undertaken a project that will move away from individual-level effort reporting to an annual project level payroll certification.
	Contract Negotiation/Subcontracts/Industry contracts	Central & Departmental Administrators Working Together: Navigating Unexpected Issues while under Contract...	Intermediate	Discussion	Kevin Stewart, Associate Director, Industry Contracts, University of California, Santa Barbara	This discussion will allow participants opportunity to discuss the unexpected and challenging issues that can arise during the term of a contract, such as disputes regarding performance, complications with receiving payments, and the exercise and aftermath of a premature termination of an agreement. The session is intended to allow both central and departmental administrators to explore best practices to address challenging contractual situations and will look to identify shared concerns and to foster a consistent institutional approach when handling unforeseen circumstances that arise as part of active management of contractual awards. The breadth of discussion is intended to explore both the applicable contractual terms at play for a given circumstance, as well as institutional-specific policies and constraints for facilitating discussion. Participants are encouraged to bring examples of their own past (or current) situations to the session for discussion.

	Human Capital & Professional Development	You got promoted! Now what?	Intermediate	Concurrent Session	Barbara Inderwiesche Assistant Director, ERA University of California, Irvine (949) 824-4789	Congratulations! You've worked hard and got that promotion to manager! Now what? The transition from peer to manager could be one of the most challenging steps in your career. Becoming a boss is exciting, but it can also be quite terrifying. This is especially true if you are now supervising friends and former peers. Internal promotions present unique dilemmas. How will you transition from compatible colleague to respected leader? How can you establish your credibility and authority, without acting like the promotion has gone to your head? How will you balance your individual job duties now with time spent overseeing others? If you're like most people in a research administration organization, you probably haven't received a whole lot of specific leadership training to prepare you to move from peer to manager. Your boss promoted you because they have confidence in you as a high performer, however, success as an individual contributor does not always guarantee success as a manager. Leading people is a whole new territory. How you manage this transition will depend heavily on your organization and your personal leadership style, and this session will present some general rules to make the transition from peer to manager smoother.
	Human Capital & Professional Development	Building your career in research administration: When the path to success looks more like a maze	Basic	Concurrent Session	Megan Dietrich, Department Manager, Stanford University, reymar@stanford.edu	Most of us end up in research administration by happenstance, but once we get here we want to make the most of it! This session will explore how to develop your professional skills, grow your career and climb the ladder in research administration...even if the path sometimes seems to be a zigzag. We will discuss where to find stretch opportunities in both entry level and mid-career positions, how to leverage existing resources to your benefit, and when you know it's time to make the next career move.
	Departmental Administration	Budgeting 101	Basic	Concurrent Session	Natalie Buys, University of Colorado, Denver	This session will take a basic look at interpreting faculty budget requests and turning them into a submission worthy budget and budget justification.
	Post-Award	Understanding the Role of Post Award in Research	Overview	Discussion Group	Derick F Jones, Program Manager, The Institute for Translational Genomics and Population Sciences, 310-974-9328	Post award is the heartbeat of any research operation. Having a successful mindset for post award management is what allows investigators to make sound financial decisions to help drive the business of science while managing and maximizing their portfolios. Post award moves grants from awarded proposals to production and finally into the infinite realm of discovery. This discussion group will be geared toward post award individuals in the hopes of bridging the gap between science and finance. Every post award person should understand the unique role they play in a scientific operation. We will use practices to drive home important principles for post award management from a department and central perspective.
	PUI	Grant Agreements, Contracts and Documents In-Between	Basic/ Intermediate	Concurrent Session	Cynthia Ruiz, Assistant Director, Loyola Marymount University	This session will provide an overview of the most common types of agreements that are reviewed by the sponsored projects office, and how compliance can be improved when the purpose, terms and conditions of an agreement is clearly defined. The first step is to understand the nature of the agreement related to the research or project being proposed to ensure that all elements of the document are in alignment with the sponsor's guidelines and the proposed work by the institution. An overview of key similarities and differences between grants, contracts and other non-monetary agreements will be provided. This session is appropriate for pre-award staff at the central office or departmental level.

	Pre-Award	Bridging the Gap Between Pre and Post Award Administration	Basic	Concurrent Session	Noam Pines, Berkeley; Elise Mills, University of California, Berkeley (Contract & Grant Manager, Engineering Research Support Organization); Ellyn McCaffrey, University of California, San Francisco (Service Team Manager, Contracts & Grants Accounting); Sharon Louie, University of California, San Francisco (Assistant Team Manager, Research Management Services); Nina Mayo-Baylon, University of California, San Francisco (Research Services Manager, Research Management Services)	What kind of research administrator are you? What branch of research administration is the best fit for you? What challenges have you encountered navigating your way through the pre and post-award bureaucracy of research administration at your institution? This session is designed for all levels and will examine the various types of service models that exist within the profession. The session will also explore the duties and roles of various actors, and suggest approaches to tackling complex transactions and hand-offs between pre and post-award groups in an effort to bridge the gap where overlapping responsibilities exist.
Dinner & Entertainment 6:30pm-10:00pm						
Wednesday November 8, 2017						
Registration desk open 7:30-8:30am						
Buffet Breakfast 7:30 AM to 8:15 AM						
Sessions 8:30 AM to 10:00 AM						
	Compliance/Legal/Federal	NSF Grant Awards and Cash Management Overview	Basic	Discussion Group	Ilene Caruso, National Science Foundation, DFM/GCMS	Presentation can be a formal presentation during a concurrent break-out period or a discussion group. Provide overview of NSF's Grant Award and Cash Payment processes and procedures. Provide participants with awardees' responsibilities, common reasons for delays and detailed information on baseline monitoring activities. Our section is responsible for NSF outreach in these subject areas, and our objective is to reach as many grantees as possible.
	Compliance/Legal/Federal	International Differences in IP and Publications	Intermediate	Concurrent session	Samantha Aleshire, University of Alaska, Fairbanks	This concurrent session will discuss United States Intellectual Patent (IP) and Publication Law; International (IP) laws and explore recognized issues associate with working with international organizations, university and industry.
	Contract Negotiation/Subcontracts/Industry contracts	Free Stuff! ...but with Strings Attached: MTAs & DUAs (Material Transfer Agreements, Data Use Agreements)	Intermediate	Concurrent Session	Kate Lewis, Associate Director, Industry Alliances Office, University of California, Berkeley	Physical materials, biological materials, data sets -- agreements that cover terms and conditions that apply to "free" research materials and data can be uniquely complex, where the contractual terms can rival those of sponsored research agreements. This session will cover issues to be aware of and consider for the terms and conditions of MTAs and DUAs.
	Human Capital & Professional Development	NCURA 101: Roadmap to Professional Development and Leadership	Basic	Concurrent Session	Derick F. Jones, Program Manager, Labimed, 310-721-8992	This session is designed for the new and returning member. Membership has its privileges. This workshop is designed to give the new and returning member an overview of the advantages of being an NCURA member. We will expose you to the organizations, mission, leadership, membership tools, leadership development and volunteerism.
	Departmental Administration	Financial forecasting for DRAs	Intermediate	Concurrent Session	Manilyn Matau, Fiscal Officer, Chao Family Comprehensive Cancer Center, UC Irvine; Teresa Cochran, Grants & Contracts Manager, Post-Award, University of Colorado Denver	One of the many duties of departmental administrators is to ensure appropriate management and timely spending of funds, regardless of its source. It is important to monitor, analyze, and compare actual expenditures with future plans and projections to avoid processing unnecessary cost transfers and adjustments. This session will focus on tools and techniques involved in the financial forecasting process for grants, gifts, and institutional funds.
	Systems, Management and Operations	Transparency in Award Setup Status	Basic	Discussion Group	Shelley Scallan, Senior Contract and Grant Officer, University of California, Irvine; Alison Yeung, Business Analyst, ERA University of California, Irvine	Often times central offices are contacted regularly to find out the status of an award. The University of California, Irvine's (UCI) approach to making the award setup process transparent to department administrators and faculty will be discussed

	Pre-Award	Welcome Aboard: Ideas for Better Onboarding Your Preaward Officers	Advanced	Concurrent Session	Heather Clark, Arizona State University	In this session participants will be provided ways to improve their onboarding program for Preaward Officers. This session will provide ways on how best to engage PreAward Officers from day 1, how to keep it simple, interactive and metrics to assess progress.
Morning Networking Break 10:00 AM to 10:20AM						
Sessions 10:25 AM to 11:45 AM						
	Compliance/Legal/Federal	Can I Buy That? The Determinations Game	Intermediate	Concurrent Session	Carrie Chesbro Outreach & Training Manager University of Oregon	Welcome to Can I Buy That?, the fast-paced, high-stakes game of determinations! On today's show, we will ask a group of research administrators to weigh in on real-life scenarios. Dust off your Uniform Guidance rules about costing and prior approvals and join us for an hour of fun and prizes! In this session, we will use a game show format to showcase considerations in determining the allowability of a variety costs in a variety of situations. Attention will be focused on the context of the cost, cost principles, prior approval triggers, and fun! Are you the next contestant on Can I Buy That?
	Contract Negotiation/Subcontracts/Industry contracts	Open Contracting Forum	Advanced	Discussion	Nancy Lewis, Executive Director, Sponsored Projects, University of California, Irvine	Open discussion forum for discussing problem contract clauses; e.g. publication clauses that encroach on ability to independently publish, clauses that challenge institutional thresholds for risk (limitation of liability clauses, indemnification provisions, payment terms). Attendees are encouraged to bring a topic and/or a clause they'd like to discuss.
	Human Capital & Professional Development	Performance Management for Managers	Intermediate	Concurrent Session	Nicholas Petersen, Grant & Contract Officer Principal, Arizona State University	Of all the roles of a manager, perhaps the most unique, challenging, and rewarding aspect is managing the performance of your employees. While fulfilling this function well is absolutely critical to the success of a manager and their team, managers rarely receive extensive training in this area and are often left to figure it out through trial and error. This session will provide you with powerful tools and concepts to equip you to effectively manage the performance of those entrusted to your oversight, as well as the opportunity to share and hear real-world examples and case studies.
	Departmental Administration	Bridging the Gap – How to Work Effectively with your Central Office	Intermediate	Concurrent Session	Nicole Quartiero, CU Denver	Sometimes the understanding between a department and the central grant office can become complicated. This can create challenges as at the end of the day both groups are part of one organization, and really an extension of one another's respective team. The goal of this talk will be to provide some suggestions and examples of ways to work through those challenges and reframe the relationship from an "us vs. them" approach to a "we" approach.
	PUI	What to Expect when you are expecting an increase in faculty	Any level	Discussion Group	Mary-Ellen Fortini, Ph.D., Director of Sponsored Projects, Santa Clara University	The purpose of this session is to open up a discussion about the strategies a sponsored projects office can use when the university intends to increase the number of faculty (in particular, STEM faculty). What are the conversations you need to start, and with whom, so that your office can keep up with the demands of this increase in research faculty? This group is intended for all levels and is intended to share ideas, experiences, and strategies that will be useful to your sponsored projects office.

	Systems, Management and Operations	The Research Administrator's Survival Guide to Participating in an IT Project	Basic	Concurrent Session	Tony Lashely Business Systems & Process Analyst UC San Diego (858) 246-1145	You're a research administrator, a subject matter expert in your office. As such you've been chosen participate in an IT, software or process improvement project. You find yourself sitting across the table from a project manager, business analyst or consultant. It's going to be one those days. This session discusses some of the typical projects a Research Administrator could be called into and how to navigate the processes. In addition how to navigate and translate perhaps some of the technical jargon. Most importantly how to participate in a way that's effective and gets you back to supporting research faster!
	Pre-Award	Considerations When Working with a Foreign Entity on a Research Project	Intermediate	Concurrent Session	Caroline Jones, Stanford; Michael La Mont Nichols, Ed.D, JD, CRA Associate Vice President, Office of Sponsored Projects, Northern Arizona University	Whether you are talking about economic growth or research administration the buzz word you hear is globalization. Working with a foreign entity will sometimes requires you, your PI, and your university to consider issues that are unique to working and conducting research in an overseas environment. This session will focus on the contextual elements that should be considered when drafting an agreement to a foreign entity or receiving an agreement with foreign funding. It will include a discussion of how variables such as location, scope of work, deliverables, prime sponsor terms, currency, governing law, economic sanctions, export control, anti-terrorism, foreign corrupt practices, and anti-bribery could affect the contracting process and final agreement. These topics should be considered in the risk analysis and may drive which terms and conditions to include in an agreement in order to mitigate the risk and protect your researcher's project.
Meeting Adjourns						