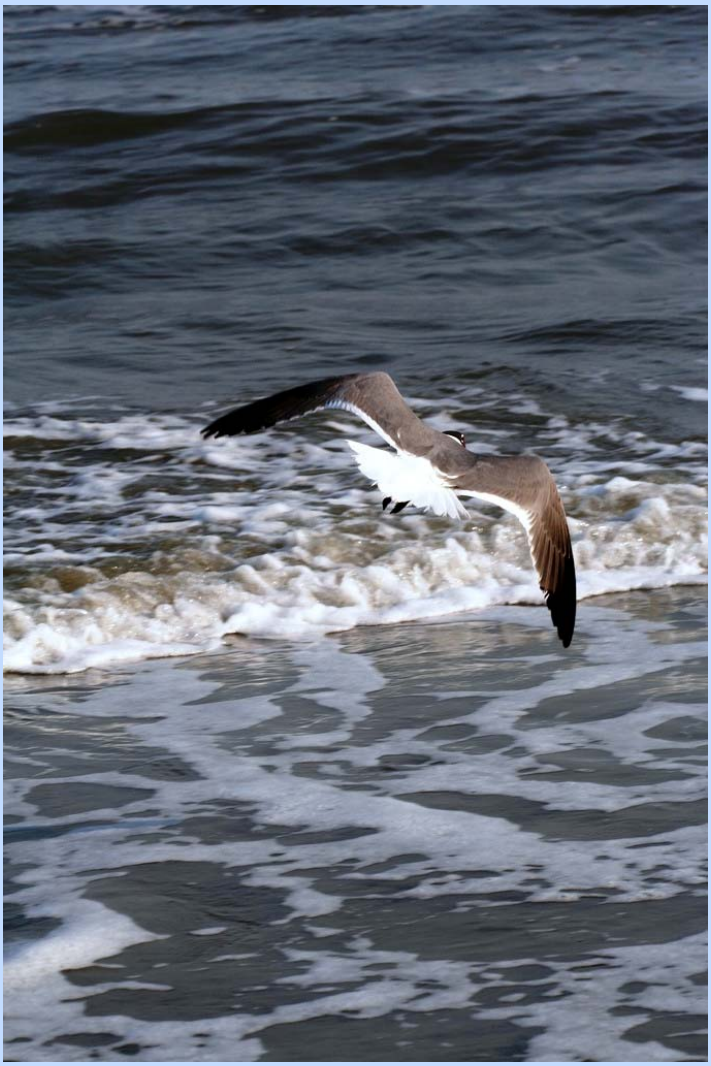
NCURA REGION III

2011 ANNUAL MEETING



Where Research Meets the Deep Blue Sea

April 30 – May 4, 2011

Isle of Palms, SC

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Welcome to NCURA Region III's 2011 Spring Meeting: Where Research Meets the Deep Blue Sea

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NATIONAL COUNCIL OF UNIVERSITY RESEARCH ADMINISTRATORS
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NCURA

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(PALMS BALLROOM; WORKSHOP PARTICIPANTS ONLY)
3:00pm – 3:15pm BREAK
(PALMS/TIDE FOYER; WORKSHOP PARTICIPANTS ONLY)

W1 NIH Fundamentals

Track: Federal (All)
Location: Tides B

PRESENTERS: Mary Daley Greenwood, Chief Grants Management Officer, National Institute of Dental and Craniofacial Research (NIDCR) and Dorothy Duke, Chief Grants Management Officer, National Institute of Environmental Health Sciences (NIEHS), *NIH*

This workshop will be presented by two Chief Grants Management Officers from the National Institutes of Health (NIH) and will provide new research administrators with a fundamental understanding of the NIH research grants process. The focus will be on NIH organization, an overview of funding mechanisms, the receipt-and-review process, pre-award funding considerations, grants policy, and post-award administration. The workshop will address successful strategies and principles used to increase success of grant proposals, stressing the development and preparation of the proposal from the reviewers' perspective.

SUNDAY WORKSHOPS

7:30am – 8:30am CONTINENTAL BREAKFAST
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3:00pm – 3:15pm BREAK
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1:30pm – 5:00pm W7: Financial Compliance: Risk Management, Assessment, and Best Practices

W2 Everyone Trains: A Train the Trainer Workshop

Track: Professional Development (Intermediate)
Location: Tides A

PRESENTERS: Sam Gannon, Manager, Education & Training, Grants & Contracts Management, *Vanderbilt University Medical Center*; Danielle McElwain, Sponsored Program Administrator, *University of South Carolina*

No matter what your job title is, even if it is part of those "other duties as assigned," your job probably involves training. Our concept is that since everybody trains, everybody could stand to know a little bit more about how people learn and about the best ways to conduct both formal and informal training sessions – from departmental training programs and campus-wide initiatives to informal one-on-one sessions. This workshop is open to both trainers and non-trainers alike.

W3 Research Fundamentals: An Overview of OMB Circulars

Track: Federal (Beginner)
Location: Tides B

PRESENTERS: Barbara Gray, Director of Sponsored Programs & Research Administration, IRB and IACUC Administrator, *Valdosta State University*; Pam Whitlock, Educational Consultant & Director, Office of Sponsored Programs, *University of North Carolina, Wilmington* (Retired)

New to research administration? Don't know the difference between A-21 and A-133 or why they're both important? Wondering where your colleagues learned all those obscure rules? This workshop is a primer for folks new to research administration who wish to gain an understanding of the three major federal circulars – A-21 (including differences between it and A-122), A-133 and A-110 – that govern federal grants and contracts at universities. This circular trio underlies much of the guidance we provide our faculty and administration, provides instructions for institutions to manage federal funding, and specifies the institutional infrastructure needed to accept and manage federal funding. The workshop will include interactive discussions, opportunities to apply your knowledge, and lecture. Participants will be able to articulate: the primary purpose(s) of each of the three circulars discussed; the difference between direct and indirect (F&A) costs; the allowability of common cost items on federal grants; the

meaning of "allowable," "allocable," and "reasonable" as applied to project costs; and the three consistency standards of cost accounting.

W4 Contracting with Industry in the Current R&D Innovation Environment

Track: Crosscutting (Intermediate/Advanced)
Location: Tides C

PRESENTERS: Jeffrey K. Newman, Associate Director, Contract Management, Division of Sponsored Research, *Vanderbilt University*; Christopher D'Urbano, Manager, Industry Contracting Office, *Georgia Institute of Technology*

R&D in industry is shifting from large labs to small teams dedicated to serving business units. Meanwhile, the government is pouring millions into fundamental research at universities in exciting new technologies. Industry is paying greater attention to peer-reviewed publications and presentations at international conferences, and corporate scientists are interested in university research. Participants in this workshop will explore challenges negotiating research contracts and learn how to grapple with issues such as: How to protect company confidential/proprietary information and encourage publication of research results. How companies can use research results commercially without infringing on IP rights of others or have to pay exorbitant royalties but at the same time be held liable for the commercial use of the university's licensed IP. How to be as inclusive as possible for all students when the subject matter of research projects may include military uses or involve export controlled technologies. How to preserve the advantages of academic research and stay true to universities' missions of academic freedom, discovery and free expression while conducting very applied, pre-commercial research projects.
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W5 The Good, the Bad, and the Ugly: Organizational Models for Research Administration

Track: General (Advanced)
Location: Tides A

PRESENTERS: Charles Patterson, Vice President for Research & Dean, Jack N, Averitt College of Graduate Studies and Debbie Shaver, Director, Research Services and Sponsored Programs, *Georgia Southern University*; Lori Messer, Director, Office of Research and Sponsored Programs and Mark Woodard, Business Manager, Health & Exercise Science Department, *Wake Forest University*

How is your research administration office organized? Are you in the process of reorganizing, contemplating reorganization, or just WISH you could be organized more effectively and efficiently? There are many models for organizing the reporting lines and processes of research administration, each with its own set of risks and benefits. This session will identify the most common organizational models for research administration, the pros and cons of the different organizational structures and reporting lines, and provide discussion for optimizing efficiencies where organizational barriers might exist. Participants will understand the various models and staffing needs for effectively organizing an office of sponsored project administration, compliance, technology transfer, and research foundations, and the pros and cons associated with organizational modeling for research administration.

W6 Harnessing and Using Free Web-Based Technology

Track: Federal/Electronic Research Administration
Location: Tides B

PRESENTER: Sam Gannon, Manager, Education & Training, Grants & Contracts Management, *Vanderbilt University Medical Center*

In this action-packed workshop you'll be exposed to some of the best free online tools out there. Bring your laptop or iPad to follow along in building a blog, creating a video, building a podcast, sharing and saving bookmarks online, creating online training (with quizzes), creating Google maps, and building a search engine. The session will end with a tour of some other great free resources that you can tackle after the workshop.

W7 Financial Compliance: Risk Management, Assessment, and Best Practices

Track: Post-award (Intermediate)
Location: Tides C

PRESENTER: Jerry G. Fife, Vice Chancellor for Administration, *Vanderbilt University*

The workshop will discuss financial and operational compliance risks and offer possible strategies to mitigate risks. Using a combination of personal experiences and OIG audit reports, this interactive workshop will rely on audience participation and proven strategies to provide participants with alternatives for reducing risk in financial compliance. In addition to describing the current audit environment and recent university audits, specific compliance topics covered will include cost principles, effort reporting, cost transfers, cost allocation, and subrecipient monitoring.

NCURA REGION III SPRING MEETING 2011

SUNDAY CONFERENCE SCHEDULE

7:30am – 5:30pm **REGISTRATION**
Location: Palms/Tide Foyer

5:00pm – 5:45pm **ORIENTATION FOR NEWCOMERS**
Location: Tides A

This is a fast-paced session on the ins- and-outs of NCURA and Region III, and detailed information on how to get involved. Use this time to greet other newcomers, begin developing your own NCURA network, and learn how to maximize your NCURA experience.

6:00pm – 7:30pm **WELCOME RECEPTION**
Location: Grand Pavilion (Palms Ballroom, if weather is inclement)

It's time to mingle with new members as well as catch up with old friends. Refreshments will be served.

8:00pm – 12:00am **HOSPITALITY SUITE**
Location: Boardwalk Inn Club Room

The Hospitality Suite is a convenient location to meet up with colleagues and relax at the end of the day. So when you get back from dinner or after the party on Tuesday night, please be sure to stop by the suite and have some fun!

MONDAY CONFERENCE SCHEDULE

7:30am - 4:00pm	**REGISTRATION – Palms/Tide Foyer**
8:00am - 9:00am	**CONTINENTAL BREAKFAST – Palms Ballroom**
9:00am - 10:30am	**WELCOME AND KEYNOTE ADDRESS – Palms Ballroom**
10:30am - 10:45am	**BREAK – Palms/Tide Foyer**
10:45am - 12:00pm	**CONCURRENT SESSIONS**
12:15pm - 1:30pm	**NETWORKING LUNCH – Sweetgrass Pavilion Tent**
1:45pm - 3:00pm	**CONCURRENT SESSIONS**
3:00pm - 3:15pm	**BREAK – Palms/Tide Foyer**
3:15pm - 4:30pm	**CONCURRENT SESSIONS**
6:00pm	**DINNER GROUPS**
8:00pm - 12:00am	**HOSPITALITY SUITE OPEN – Boardwalk Inn Club Room**

TUESDAY CONFERENCE SCHEDULE

8:00am - 9:00am	**CONTINENTAL BREAKFAST – Palms Ballroom**
9:00am - 10:15am	**CONCURRENT SESSIONS**
10:15am - 10:30am	**BREAK – Palms/Tide Foyer**
10:30am - 11:45am	**CONCURRENT SESSIONS**
12:00pm - 1:15pm	**PRESIDENT'S LUNCHEON – Palms Ballroom**

NCURA President Judy Fredenberg will be joining us at lunch to provide insights on NCURA's national and international programs. Judy is the Executive Director of Federal Relations and Research Communications at the University of Montana.

1:30pm - 2:45pm	**CONCURRENT SESSIONS**
2:45pm - 3:00pm	**BREAK – Palms/Tide Foyer**
3:00pm - 4:15pm	**CONCURRENT SESSIONS**
6:00pm – 10:00pm	**PARTY – Grand Pavilion**

DJ Anthony Constantine of *Lowcountry Music Service* will spin some tunes for us while we eat, dance, and relax poolside/beachside (unless it rains, then we're inside in the **Palms Ballroom**).

8:00pm - 12:00am	**HOSPITALITY SUITE OPEN – Boardwalk Inn Club Room**

WEDNESDAY CONFERENCE SCHEDULE

8:30am - 10:00am	**BUFFET BREAKFAST AND REGIONAL BUSINESS MEETING – Palms Ballroom**
10:15am - 11:30am	**CONCURRENT SESSIONS**
11:30am	**CONFERENCE ADJOURNS**

MONDAY 9:00AM – 10:30AM

Welcome and Keynote Address

Track: General (All)
Location: Palms Ballroom

PRESENTERS: John N. Gardner and Betsy Barefoot


John N. Gardner serves as the President of the John N. Gardner Institute for Excellence in Undergraduate Education. The Institute, based in Brevard, N.C., was founded by John and his wife, Dr. Betsy O. Barefoot, in October 1999 as the Policy Center on the First Year of College. The Gardner Institute works with colleges and universities to strengthen their resolve and processes to undertake assessment to improve student learning and retention. Currently, the Institute's work focuses on implementing a previously non-existent set of aspirational standards for the first year and the transfer student experience.

Mr. Gardner is the Senior Fellow of the National Resource Center for The First-Year Experience and Students in Transition, and Distinguished Professor Emeritus of Library and Information Science at the University of South Carolina. In his capacity with the National Resource Center, John provides advice, counsel, and intellectual leadership and vision as called upon by his colleagues in the Center.

Betsy Barefoot holds a Bachelor's Degree in Music Education from Duke University and Master's and Doctoral Degrees in Higher Education from the College of William and Mary. In her work at the Institute, Dr. Barefoot is directly involved in the development of instruments and strategies to evaluate and improve the first college year. In addition, she conducts seminars on the first-year experience across the United States and in other countries and assists other colleges and universities in implementing and evaluating first-year programs.

FUND RAISING CHALLENGE!

The tradition of naming a State Fundraising Champion at the Region III annual meeting continues!

The beneficiary of Region III's fundraising activities this year will be the Ronald McDonald House Charities of the Carolinas. Also known as "the House that love built," this organization provides a loving and supportive environment for families of children who are hospitalized. In 2010, the Ronald McDonald House Charities of the Carolinas provided 4000 nights of stay for 891 families of hospitalized children. Community fundraisers such as Region III's activities this year provide the organization with much needed support.

Region III encourages everyone to come prepared to compete for the coveted Flamingo Cup on behalf of their state and organization! The cup goes to the state with the most contributions and to the institution that contributes the largest part of the total. In 2009, Georgia took home the Cup for raising more money than any other state in the region for ShelterBox, a nonprofit organization that provides emergency shelter aid worldwide. In 2010, Tennessee and St. Jude Children's Research Hospital won the cup for raising the most money for Project Medishare, a nonprofit organization providing medical relief to Haiti. Who will take home the championship this year by raising the most money for the Ronald McDonald House Charities of the Carolinas?

Region III members will have three fun filled opportunities to contribute to this worthy cause. First, there will be State Coin Cups into which participants can drop coins and cash. This is an easy way to contribute, and small contributions add up. Second, there will be a Poker Run. Participants purchase as many hands of 5 cards as they want for $10 each. Participants then create the highest hand possible by networking with fellow attendees to trade cards. Third, there will be impromptu auctions at lunches, dinners, and in the hospitality suites. Wherever people gather, the fundraising subcommittee will be there with all manner of irresistible items up for bid! Remember, each time you win a bid, you contribute to your state's total and you keep other states from adding to theirs! What could be more fun?

Participation in all fundraising events will be tracked by state and institution. This year's fundraising events offer members a wonderful opportunity to network, have fun, and give back to the community hosting our conference.

To get us started, ***Administrative Management Systems*** *will donate $1 for each participant that stops by the booth, up to $250!*

Region III thanks

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The code for access is AMERICANAPPRAISAL.

American Appraisal

MONDAY 10:45AM – 12:00PM

Budgets 101

Track: Pre-award (Beginner)
Location: Tides C

PRESENTERS: Tina Cunningham, Administrator, Sponsored Programs Administration and Dana Lewis, Contracts & Grants Specialist, Center for Advanced Vehicular Systems, *Mississippi State University*

Research administrators must have a firm grasp on the rules that govern university grant and contract budgets. This session will break down OMB A-21 and provide real examples of what is meant by "reasonable, allowable, allocable, and consistent." Beyond simply knowing the rules, a successful research administrator must understand the mechanics of building and manipulating various budget development scenarios. To close this session, a hands-on activity will demonstrate tips and tricks for resolving some common budget problems.

The Money is Here: Now What?

Track: Post-award (Beginner)
Location: Tides A

PRESENTERS: April Heyward, Post-Award Research Administrator, Office of Research, Arnold School of Public Health, *University of South Carolina*; Cindy Hope, Assistant Vice President for Research, Office for Research, *The University of Alabama*

Post-award administration involves a broad set of activities necessary for the management of sponsored funds in compliance with federal regulations, sponsor terms and conditions, and institutional policies and procedures. But doesn't it always seem to come back to the money? How do you know where it is coming from (Grants or contracts? Federal, state, local or private?) and why does that matter? How do you know what it can be spent for and what the sponsors (and auditors) accept as proof that your spending, accounting and reporting was accurate and ethical? Participants will learn about common tools and best practices and will gain a basic understanding of Post-award management, focusing on procedures and identifying institutional policies, but with useful examples of how those tie to the underlying regulations (e.g. OMB Circulars).

NSF Update

Track: Federal (All)
Location: Palms Ballroom

PRESENTER: Anne Doyle, Senior Policy Analyst, Policy Office, Division of Institution & Award Support, *National Science Foundation*

This session will cover new developments at NSF – programs, policies, people and budgets. Senior NSF staff will provide a comprehensive review of what is new and developing at the National Science Foundation including an update of NSF activities related to the American Recovery and Reinvestment Act (ARRA) of 2009 and the America COMPETES Act (ACA).This will include information about ARRA recipient reporting, as well as the implementation of ACA provisions such as the mentoring of postdoctoral researchers, the project outcomes report for the general public, responsible conduct of research, and cost sharing. The session will also provide an overview of key administration priorities with regard to transparency and accountability and how they relate to your work as research administrators. Updates on the progress of NSFs modernization of FastLane with Research.gov will also be provided.

Reading and Understanding Guidelines from the Department View

Track: Departmental (Beginner)
Location: Tides B

PRESENTER: Paige Robinson, CRA, Administrative Officer, Dept. of Pharmacology, *Vanderbilt University Medical Center*

Have you ever been frustrated by sponsor guidelines or policies? Making sense of these dense documents is actually not an art, but a learned skill – especially in knowing what to look for. Participants will learn some common guidelines, tips, tricks and other skills that they can employ to understand the "fine print" contained in most, if not all, guidelines, awards, and policies within research administration.

EXHIBITORS

- Elsevier/SciVal
- Administrative Management Systems
- American Appraisal
- MUSC/MUSC College of Health Professions

MONDAY 1:45PM – 3:00PM

Developing Non-Traditional Research Units

Track: Pre-award (Advanced)
Location: Tides B

PRESENTER: Brad Fenwick, Professor, Department of Pathobiology, *The University of Tennessee College of Veterinary Medicine*

As the economy resets, reductions in financial support of higher education will be set at a lower percentage of an institution's overall budget. Tuition increases and development efforts will not make up this loss in funding. Academic programs are being evaluated not only on their contribution to student education, but on their financial viability. While some disciplines have a history of supporting their research via competitive funding, there are disciplines that only now see the need to seek funding to sustain their work and justify their programs. Success for these non-traditional units requires not only a cultural transformation, but in the early stages a higher level of institutional support and guidance. Not only will providing support be appreciated, it will also address conflicts between the revenue generating units (medicine, engineering, etc.) and the humanities and social science disciplines during times of declining budgets.

Hot Topics in Post-award Administration

Track: Post-award (All)
Location: Palms Ballroom

PRESENTERS: Shandy Husmann, Managing Director, Higher Education Practice, *Huron Consulting*; Jerry Fife, Vice Chancellor for Administration, *Vanderbilt University*

This session will describe and discuss the most current topics in research administration. Compliance, financial issues, and other topics which are being discussed in Washington and on university campuses will be the focus of our discussion.

"Can we Talk?" Which Lifeline Should You Use?

Track: Departmental (Beginner/Intermediate)
Location: Tides A

PRESENTERS: Holland Carley, Administrative Officer, Department of Psychology, *Vanderbilt University*; Tina Hood, Administrator, Sponsored Programs Administration, *Mississippi State University*

Fantastic! You were awarded millions of non-monopoly money for a research project. As you progress into your research project, a few questions begin to arise. How do I manage modifying effort, rebudgeting, changing personnel, requesting a supplement, and the like? We will offer assistance in differentiating when to contact your institution's sponsored research grant manager versus the sponsor's program officer or technical officer. The session will include examples of when to contact your institution's sponsored research grant manager; when to contact your sponsor's program officer; and when to contact your sponsor's technical officer.

Leveling the Playing Field for PIs from PUIs: Providing Editorial and Proofreading Assistance to Improve Proposal Quality

Track: PUI (All)
Location: Tides C

PRESENTER: Barbara H. Gray, Director of Sponsored Programs & Research Administration, IRB and IACUC Administrator, *Valdosta State University*

A proposal with good grammar, correct punctuation, and sound sentence structure will make a better first impression on reviewers and is more likely to be funded than a proposal of equal merit that is replete with "clunky" sentences and typographical errors. Many larger institutions employ science writers and/or editors to assist faculty with proposal writing, allowing them to submit very high quality applications. At PUIs, however, faculty must rely on either peer mentors, who may or may not have the appropriate skills, or the sponsored programs office to assist in putting the final polish on a proposal. If your institution submits proposals that would benefit from editorial input or a sharper eye for surface errors, you believe yourself to be a reasonably good writer, and you choose to take on the editing-proofreading function, this session will get you started. We will explore relationship building with faculty to facilitate the process and will identify some of the more common writing errors that can be quickly corrected before submission. Learning objectives for attendees include being able to: articulate a strategy for implementing editing assistance for individual faculty; recognize and correct common structural problems that diminish writing clarity; recognize and correct common grammatical and word use errors; and identify resources to assist in editing and proofreading.

MONDAY 3:15PM – 4:30PM

Identifying Compliance Issues in Pre-award

Track: Pre-award (Beginner/Intermediate)
Location: Tides C

PRESENTERS: Melanie J. Clark, Compliance Officer and Mary Beran MA, CPIA, Compliance Officer, Office of Research Compliance, *Georgia Institute of Technology*; Deborah (Debbie) L. Smith, Ed.D., Assistant Vice Chancellor for Research, Research Administration, *The University of Tennessee Health Science Center.* CONTRIBUTOR: Daniel Vick, Export Control Specialist, Environmental Health and Safety, *University of North Carolina at Chapel Hill*

Do we know what compliance issues we should be looking for in proposals? Those of us in pre-award may not need to be compliance experts, but there are numerous red flags that we will we need to be aware of and that should trigger us to notify our counterparts in compliance. This session will discuss the red flags (many of which aren't so obvious) for the compliance areas of export control, biohazards, recombinant DNA, radiation safety, clinical trials, IRB, and IACUC.

Why Fraud Happens and How You Can Protect Your Institution

Track: Post-award (Intermediate)
Location: Tides A

PRESENTERS: Kimberly Ginn, Senior Manager and and Raina Rose Tagle, Partner, *Baker Tilly Virchow Krause, LLP*; Tony Ventimiglia, Contracts & Grants Administrator III, Office of Sponsored Programs, *Auburn University* (Moderator)

Fraud occurs in all industries and universities are no exception. In addition, economic downturns also seem to raise the possibility of fraud occurring in all industries. Couple these facts with the growing scrutiny institutions are facing from regulators and it becomes clear that every employee needs to understand the basics of why fraud occurs and how they can help prevent or detect it. Attendees will gain an understanding of the basics of why employees sometimes use their position to commit fraud. Attendees will gain an understanding of the red flags of fraud and how to escalate issues and concerns to the necessary parties in their institution; review some real life frauds that have occurred in higher education and what we can learn from them; and learn how to help lower their institution's fraud risk.

Departmental Grants - Pros and Cons of Decentralized Responsibilities

Track: Departmental (Intermediate)
Location: Tides B

PRESENTERS: Tricia Lawrence, Manager of Fiscal Affairs, Alabama International Trade Center, *The University of Alabama*; Mary Ann Downs, Contract and Grant Specialist, Mississippi Agricultural and Forestry Experiment Station (MAFES), *Mississippi State University*

This will be a brief overview of responsibilities for departmental research administrators at decentralized organizations (or for DRAs who want to learn the process to assist their centralized organizations). We will discuss the major duties that DRAs have on grants, from the proposal phase through award management to reporting, and the relationship with the sponsored programs offices within their organizations. We will cover the pros and cons of centralization vs. decentralization and our take on how the relationship between the department and the central offices are key to efficient and effective research administration.

NIH Update

Track: Federal (All)
Location: Palms Ballroom

PRESENTER: Emily Linde, Assistant Grants Policy Officer, Division of Grants Policy, Office of Policy for Extramural Research Administration, *National Institutes of Health*

This session covers the latest news from the National Institutes of Health including budget information, current policy topics, policy reminders, and updates on NIH eRA activities.

EXHIBITORS

- Elsevier/SciVal
- Administrative Management Systems
- American Appraisal
- MUSC/MUSC College of Health Professions

TUESDAY 9:00AM – 10:15AM

Engaging Historically Black Colleges & Universities and Minority Institutions

Track: Pre-award (Advanced)
Location: Tides B

PRESENTERS: Dr. E. Maria Thompson, Vice President, Division of Research and Sponsored Programs, *Tennessee State University*; Dr. Marcus W. Shute, Vice President, Research and Sponsored Programs, *Clark Atlanta University*; Theodore Callier, Associate Vice President, Research and Sponsored Programs, *Dillard University*

Successful collaboration with historically black colleges and universities (HBCUs), Hispanic serving institutions (HSIs) and other minority institutions (MIs) requires strategies to identify research expertise at minority institutions. There are many strategies for optimizing collaboration with minority institutions, such as building upon prior experience with minority institutions, sustaining existing partnerships, establishing new collaborative efforts, and generating support for both research and educational efforts. This session will discuss these strategies and provide real-world examples of these strategies can be beneficial to your institution.

Identifying and Managing Conflicts of Interest

Track: Post-award (Intermediate)
Location: Tides C

PRESENTERS: Jeff Steltzer, Director, Office of Conflict of Interest Management and Anita McKinney, Assistant to the AVP for Research and Assistant to the Director of Office of Sponsored Programs, *Georgia Institute of Technology*

Financial Conflicts of Interest have the potential to create a credibility problem for research-intensive universities because an actual or even perceived conflict calls into question the integrity of the institution's developed research and the public's confidence in that integrity. This session will discuss the sources and types of conflicts, how to identify and evaluate them, management tools, and the federal regulations governing objectivity in research and coming changes to those regulations. There will be plenty of time for discussion after a brief presentation.

Working with Faculty in Proposal Development

Track: Departmental (Advanced)
Location: Tides A

PRESENTERS: Sam Gannon, Manager, Education & Training, Grants & Contracts Management and Paige Robinson, CRA, Administrative Officer, Dept. of Pharmacology, *Vanderbilt University Medical Center*

The goal of this session is to ensure that participants are able to explain the roles and responsibilities of the individuals in the proposal development process - how Principal Investigators and their administrators work together: a Principal Investigator's process and how s/he approaches proposal development; and an administrator's process and how s/he approaches proposal development.

Past, Present, and Future of Research Administration

Track: General (All)
Location: Palms 1

PRESENTERS: Jo Ann Smith, Assistant Professor, Department of Public Administration, College of Health and Public Affairs and Laurianne Torres, Senior Research Administrator, Sponsored Programs, *University of Central Florida*

It is important for research administrators to know the history of their profession. Having a sense of why and where we came from allows us to understand and reflect on the direction we are going and if we need to "adjust the sails" when navigating for the future. This session will provide an overview of our profession as it has developed and emerged over time. First, we will highlight the significant historical events during the initial formation of research policy in the U.S. and the growth stages of the research administration profession. Second, we will examine current events and where we are today at this point in time. Third, we will look forward in an attempt to peer into the future at how new innovations, policies, and an ever-expanding global research enterprise will bring new challenges and complexities that impact our profession. This session is to provide a national and global perspective of the profession and address the future of international collaboration in research.

TUESDAY 10:30AM – 11:45AM

Export Control – How to Keep or Lose the Fundamental Research Exclusion

Track: Post-award (Beginner/Intermediate)
Location: Tides C

PRESENTERS: Mary Beran, MA, CPIA, Compliance Officer, Office of Research Compliance, *Georgia Institute of Technology*; David Brady, Director & FSO, Office of Export and Secure Research Compliance, *Virginia Polytechnic Institute and State University*

Now more than ever, colleges and universities are faced with the challenges of interpreting and understanding the rules and regulations involved with export control compliance. Learning what contract terms can remove a project from Fundamental Research Exclusion and when it is appropriate to negotiate out these restrictions that cause a project to lose the Fundamental Research Exclusion is vitally important. This session will help both the newcomer to export controls or the experienced professional who is seeking refresher training to gain new ideas and understanding.

F & A for the Departmental Administrator: What Is It and Why Do I Care?

Track: Departmental (Intermediate)
Location: Palms 1

PRESENTERS: Marilyn Surbey, Partner Higher Education and Academic Medical Centers, *Attain;* P. Dean Surbey, Executive Associate Dean for Administration and Finance, Rollins School of Public Health, *Emory University*

For departmental administrators, contact with the F & A rate may take several forms, such as when building a proposal budget or when monitoring the charges against sponsored accounts. Departmental administrators are on the front line when faculty complain that the rate is too high or that they don't see how they benefit from the funds they bring into the university. This session will educate departmental administrators on what comprises the rate and how it is calculated. They will learn why the F & A recovery only partially covers the cost of research, as well as how the funds are distributed at various institutions. Special emphasis will be placed on the important role played by the departmental administrator. Participants will learn the components of the F & A rate, how cost sharing affects the rate, and how it is calculated; the importance of the space study and how the departmental administrator may be asked to participate; how their actions affect the F & A rate; and some of the models for the distribution of the F & A recovery.

Maximizing the NCURA Experience

Track: Professional Development (All)
Location: Tides B

PRESENTERS: Kathleen Larmett, Executive Director, *National Council of University Research Administrators*; Tony Ventimiglia, Contracts & Grants Administrator III, Office of Sponsored Programs, *Auburn University*

This interactive session will provide attendees with details about the wide variety of resources NCURA offers to its members, including training, education, professional development programming, publications, opportunities to network, and more.

A Bird's Eye View of the Circulars

Track: PUI (Beginner)
Location: Tides A

PRESENTERS: Teresa Justice, Director Sponsored Programs and Research, *Winthrop University*; Pam Whitlock, Director, OSP, *University of North Carolina, Wilmington* (Retired) and Educational Consultant

This session will provide an overview of the three circulars most often utilized by educational institutions. It will introduce the concepts of the cost accounting standards, allowable and unallowable costs, systems needed by an organization and audit standards. Best suited for those who are new to the profession or want a bird's eye review of the circulars.

EXHIBITORS

- Elsevier/SciVal
- Administrative Management Systems
- American Appraisal
- MUSC/MUSC College of Health Professions

Region III thanks Elsevier/SciVal for sponsoring the Hospitality Suite.

The suite is located in the Club Room and will be open from 8pm until midnight Sunday-Tuesday.

- Sunday: Casual night – come play board games and mingle with your colleagues; beer and wine will be available.
- Monday: Flamingo Night! Beer and wine will be available.
- Tuesday: There will be time to socialize quietly while the party is in full-swing, time to relax and hang out after the party. There will be a full bar available.

ELSEVIER

TUESDAY 1:30PM – 2:45PM

Avoiding Proposal Preparation Pitfalls and Preparing for the Big One

Track: Pre-award (Beginner)
Location: Tides A

PRESENTERS: David Smelser, Sponsored Programs Administrator, Office of Sponsored Programs, *The University of Tennessee – Knoxville*; Lauren Magruder, Associate Director of Pre-Award, Office of Sponsored Programs, *Virginia Tech*; Steve Croft, Associate Director, Office of Sponsored Programs, *University of South Alabama*

One of the primary responsibilities of pre-award work is submitting proposals. Research administrators quickly recognize the common mistakes made by PIs in preparing their proposals, but common mistakes we make in ensuring proposals are ready for submission aren't always obvious. This session will highlight many of the pitfalls we must avoid. The session will also discuss specific techniques for working with the novice grant writer, which can be a challenge for new research administrators. Finally, the session will discuss techniques for preparing larger, more complex proposals that can require some additional consideration.

Federal Funding Accountability and Transparency Act: Lessons Being Learned

Track: Federal (All)
Location: Palms 1

PRESENTERS: Tony Ventimiglia, Contracts & Grants Administrator III, Office of Sponsored Programs, *Auburn University;* Robyn Remotigue, Assistant Director, Office of Sponsored Programs, *Mississippi State University.* CONTRIBUTOR: Martha Taylor, Assistant Vice President for Research & Director, Office of Sponsored Programs, *Auburn University*

The goal of the Federal Funding Accountability and Transparency Act (FFATA) is to bring transparency to government spending and to empower every American with the ability to hold the government accountable for each spending decision. While it seems to be an admirable goal, our institutions are faced with yet another new "opportunity" to ensure compliance with the Act. Reading and re-reading the User Guide and surfing USAspending.gov doesn't seem to help much. So, if you want to learn more about the requirements, challenges, and "opportunities" that our institutions face because of reporting requirements under the Act please join us for this interactive session. We hope to share information about the specifics of the FFATA reporting requirements and share best practices from those institutions who have "sort of" figured this out.

Effort Reporting: Where We Have Come From, Where We Are, and Where We Are Going.

Track: Post-award (Beginner/Intermediate)
Location: Tides C

PRESENTERS: Robert Bingham-Roy, Director of Business Operations, Georgia Board of Regents Sponsored Programs, *Georgia Institute of Technology*; Kay Gilstrap, Grants & Contracts Officer III, College of Arts & Sciences, *Georgia State University*

Effort reporting is a permanent fixture in research compliance. Join us to learn the history of effort reporting, discuss the current climate and best practices of effort reporting, and talk about the hot topics that are anticipated. Our discussion is from a departmental perspective but the information is relevant for central administrators, too! Bring your questions and comments for discussion.

How Am I Ever Going to Do That? Problem Solving Strategies

Track: Professional Development (All)
Location: Tides B

PRESENTERS: Trisha Southergill, Grants Coordinator, and Brigette Pfister, Grants Administrator, Grant Support Services, *Clemson University*

Research Administrators are expected to be problem solvers. Their institutions count on them for smooth operations and processes. Yet, as any professional in research administration will tell you, every day is filled with challenges and opportunities for improvement. In this session, we'll explore seven obstacles that all research administrators face daily. Participants will learn the PRO method of response to these common problems: Proactivity (long-term problem solving), Reactivity (short-term, immediate reaction), and Operationally (servicing relationships and finding the learning moment). Challenges include organization, PI interaction, work allocation, timeline issues, technological issues, communication, and workplace structure.

TUESDAY 3:00PM – 4:15PM

Being Helpful While Saying "No"

Track: Pre-award (Intermediate)
Location: Palms 1

PRESENTERS: Christy Davis, Assistant Administrator, Sponsored Programs Administration, *Mississippi State University*; Juanita Syljuberget, Contract & Grant Specialist III, Alabama Cooperative Extension System, *Auburn University*; Jada R. Huskey, Research Coordinator, College of Engineering, *The University of Tennessee*

At some point, we all have to say "no" to a PI. However, we cannot simply stop at "no" since the primary objective of our job is to support research. This session will provide examples of common situations where we have to say "no" to a PI, along with effective ways to assist the PI in obtaining what they need to conduct research. Often, we have to say "no" to the manner in which a PI wants to do something, not necessarily the end result they are trying to reach. Since we must protect the interests of the PI and institution, as well as comply with the terms and conditions of the award, it is acceptable to say "no." But by going beyond "no" and finding out what a PI really needs, we can demonstrate the support and service on which our profession is based.

Implementing eRA: Lessons Learned

Track: General (Intermediate/Advanced)
Location: Tides C

PRESENTERS: Deborah (Debbie) Smith, Assistant Vice Chancellor for Research, Helen Parsons, Director, Biomedical Instrumentation, Jeanne Hermann, Director, Research Informatics, and Patricia Page, iMedRIS Program Manager, Office of Research Administration, *University of Tennessee Health Science Center*; Joan West, Director, Research, Grants, and Contracts, *The University of Tennessee at Martin*

In this session, research administrators at multiple campuses will share experiences with implementation of new software for proposal routing and award management, IACUC, and lab animal functions. Discussion will include software selection (including cost-benefit analysis and underlying implementation costs), working with IT and financial personnel, campus and internal training, winning over PIs, implementing a multi-campus system, problem-solving techniques, effects on research administration positions, reporting capabilities, and more!

A Day in the Life in the Tech Transfer Office

Track: Post-award (Beginner)
Location: Tides B

PRESENTERS: J. Cale Lennon, III, Assistant Director, Office of Technology Transfer, *Emory University*; Chase Kasper, Interim Director, Office of Technology Commercialization, *Mississippi State University*

Take a deeper (and somewhat light-hearted) peek behind the curtain of inner workings of your mysterious Technology Transfer Office (TTO). Attendees will get a more in-depth look at the issues that a TTO may encounter as it attempts to promote the innovations that university researchers develop and/or invent. Topics discussed will include key metrics that may drive a TTO, key stakeholders with which a TTO interfaces, and issues that keep TTO personnel "awake at night."

Education, Experience, Credentials or Gender: What Counts Most In Research Administration?

Track: Professional Development (All)
Location: Tides A

PRESENTERS: Dr. Jennifer Shambrook, Director, Grant & Contract Management Office, *St. Jude Children's Research Hospital*; Dr. Thomas J. Roberts, Associate Vice President for Research, Office of Research and Sponsored Programs, *Florida Gulf Coast University*

When working as a full-time research administrator you only have limited time for further professional development. You may ask yourself, if I go back to school, will it translate to a higher salary? A CRA credential demonstrates that you have mastered a base of core knowledge and may give you more credibility and confidence, but is it likely to give you a significantly higher salary? We are a profession that is predominantly female, so have we broken gender disparities that have been seen when it comes to salary? You may also be thinking of the future – if I stay in research administration will my salary stay about where it is or is it likely to increase over time as I gain more experience? An analysis of the 2010 RASPerS demographic data will give you the answers to these burning questions from empirical data gathered from a nationwide survey of over one thousand NCURA members. Attend this session to learn more about your profession and make informed decisions about your own career choices.

WEDNESDAY 10:15AM – 11:30AM

Resources for Research Administrators

Track: Professional Development (All)
Location: Tides C

PRESENTERS: Jo Ann Smith, Assistant Professor, Department of Public Administration, College of Health and Public Affairs and Laurianne Torres, Senior Research Administrator, Sponsored Programs, *University of Central Florida*

This unique session will be a working session for participants and presenters. The goal is for participants and presenters to share what resources we consider effective and most often used within our profession as research administrators. These may include traditional resources such as books, journals, professional conferences, and workshops, but will also include blogs, websites, and other electronic sources. In addition, international and educational resources will be identified. These resources are those that support research administrators in keeping up-to- date and being better equipped to resolve complex challenges in research administration. Be prepared to act as human subjects in this process and leave with some new resources to keep you on top of your profession. One of the topic areas will be resources focusing on international collaboration in research. At the end of the session all sources will be recorded and analyzed and the results reported through a professional publication.

A View from the Other Side...Perspectives of Sponsored Programs from Two Sides

Track: PUI (Intermediate)
Location: Tides B

PRESENTERS: Carolyn Elliott-Farino, Director, Grants & Contracts Administration, *Kennesaw State University*; Pam Whitlock, Director, OSP, *University of North Carolina, Wilmington* (retired) and Educational Consultant

Ever wonder why the post-award office gets so bent out of shape about that cost sharing? Or why pre-award folks bemoan Grants.gov and want FastLane back? Think that those working in the "other" area are from another world? This session will seek to clarify some of the areas that often make us wonder why each other is "doing that." We will discuss topics such as budgets, cost accounting standards/consistency, cost sharing, effort, pressure to grow the research activity, and unyielding deadlines, while exploring how we are co-dependent to form a successful sponsored programs organization.

Engaging Faculty in Research Training

Track: Professional Development (All)
Location: Palms 1

PRESENTERS: Wanda Hutto, Director, Research Development and Beth Herron, Research Development Manager, Sponsored Awards Management, *University of South Carolina*

The University of South Carolina launched the Gamecock Research Administrators Network Training (GRANT) Program in 2005; it meets the research administration needs of USC through faculty education, staff training programs, including a semester-long certificate course, and e-learning. Since its inception, GRANT has trained hundreds of USC faculty and staff. The program has been particularly successful in engaging faculty as both instructors and participants, and the faculty education program continues to expand and grow to meet the increasing demands for research dollars. Participants will learn about how to engage faculty in research administration training programs, understand how to develop and/or expand educational programs at their institutions, and discuss successful approaches to increasing participation in research workshops and classes.

International Collaborations: How to Make It a Positive Experience

Track: Post-award (Beginner)
Location: Tides A

PRESENTERS: Dhanonjoy Saha, Assistant Vice President, Research Administration and Operations, *Carolinas HealthCare System*

The new era of globalization has increased collaboration and enhanced our research capabilities as well as challenges to conduct research with investigators from different parts of the world. These challenges stem not only from time differences, language barriers, and cultural difference, but also from the differences in regulations directing research, definitions of tasks, and the differences in policies and procedures regarding how different countries deal with particular items. Additional difficulties arise from the currency fluctuations, budgeting processes, personnel time and effort calculations, and the provision of overhead. The goal of this session is to provide attendees with the knowledge necessary to make these collaborations a success!

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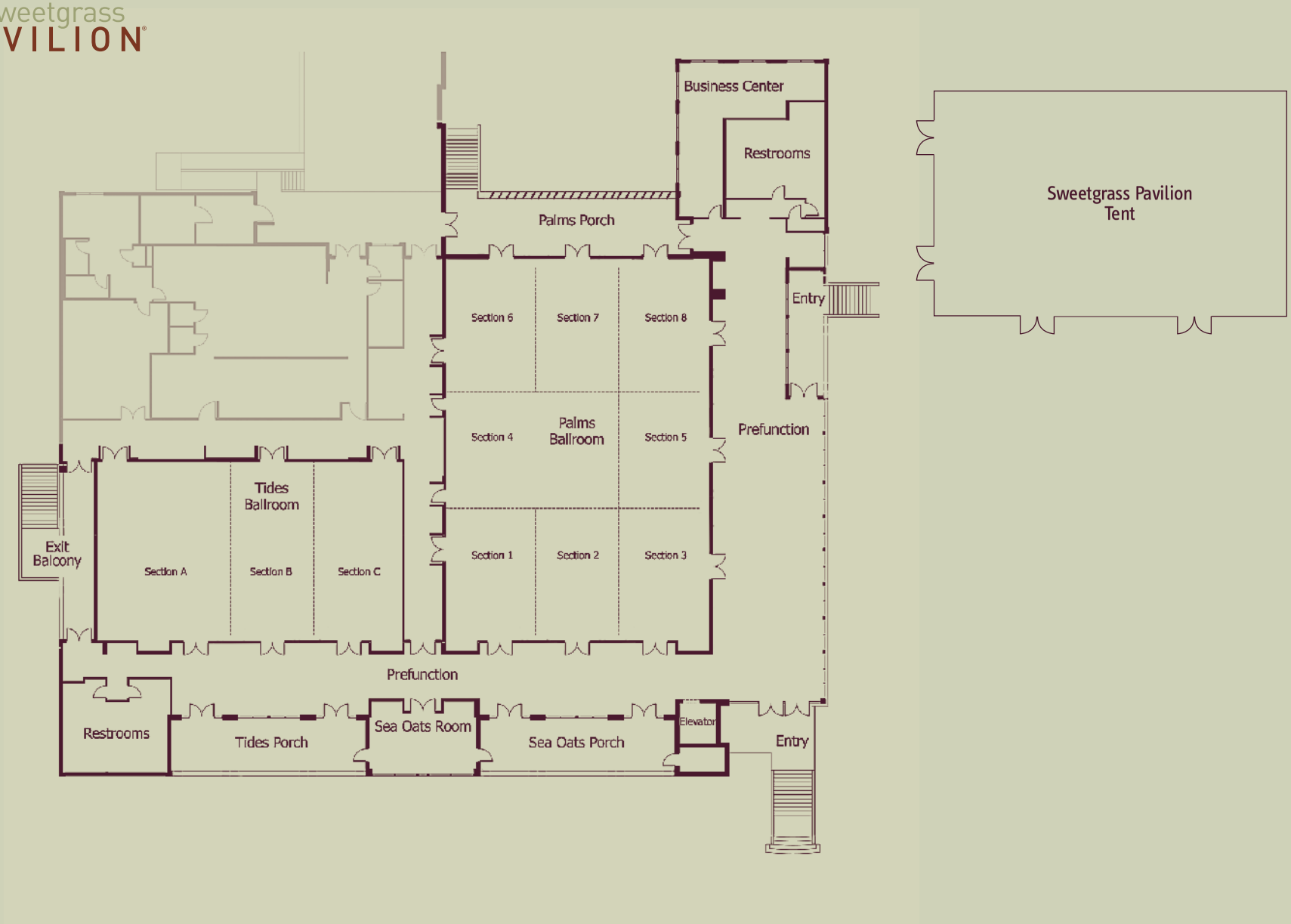

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