

**Region III Business Meeting
NCURA 2011 Annual Meeting
Washington Hilton, Washington, D.C.
November 8, 2011**

The meeting was called to order by Region III Chair-Elect, Cindy Hope (The University of Alabama) at 2:50 p.m. Cindy announced that Chair Rick Smiley (East Carolina University) was not able to attend the meeting because he was running for City Council, the elections were taking place at the same time as our meeting, and that she would let us know how the elections turned out.

Recognition of New Members and First Time Attendees

Cindy Hope recognized all new members and first time attendees at the meeting, and also other first time attendees for the annual meeting. Cindy called Beryline Temples (University of Central Arkansas) to the podium for the approval of the minutes.

Approval of Minutes

Beryline Temples (University of Central Arkansas) presented the minutes from the May 4, 2011, Regional Business Meeting held at Wild Dunes, Isle of Palms, South Carolina. Beryline asked for a motion to approve the minutes of the business meeting. Robyn Remotigue (Mississippi State University) made the motion to approve the minutes and Carolyn Elliott-Farino (Kennesaw State University) seconded the motion. All members were in agreement, and the motion carried to approve the minutes.

Cindy Hope stated that at annual meeting this year we have about 2,100 attendees, of which about 422 are Region III members. So we're at about 20% of the national attendees. Cindy called up Erica Gambrell (The University of Alabama) for the Treasurer's report.

Submission of Treasurer's Report

Erica Gambrell (The University of Alabama) said that Cindy had filled us in on the number of attendees here. Erica talked about the Spring Meeting at the Isle of Palms, and that the region had a very good turnout. The region had 293 attendees, which helped us have a great cash flow going into this meeting. Of course we haven't paid the hospitality suite here, so she did not have a final financial statement, but that will be available after we pay for all the annual meeting expenses. Erica said if anyone had any questions to e-mail her and she would send them a final copy of the treasurer's report, which should be ready in a few days after the meeting. Erica stated that we're in the black, just no final figure yet. Erica noted that Region III has a total of 1,574 members, more than any other region. In second place is Region II with 1,512.

Regional Committee/Officer's Reports

Cindy Hope asked Carolyn Elliott-Farino (Kennesaw State University) to give the Membership & Awards Committee report.

Membership & Awards Committee – Carolyn Elliott-Farino (Kennesaw State University) said there were three awards to announce. The winner of the Catherine Core National Travel Award was Lucy Cort of Oakland University. Carolyn said that there were several excellent candidates for the regional travel award as well. The Committee picked two winners, Judith Brauer of North Georgia College and State University, and Christy Davis of Mississippi State University. Carolyn thanked everybody on the committee for helping review the applications.

Cindy asked David Smelser (University of Tennessee) of the Nominations and Elections committee to come up and give a report.

Nominations and Elections – David Smelser (University of Tennessee) reported that unfortunately we had only 15% participation in the election process, so the committee would like to get suggestions on making the election process easier. David asked if anyone had any suggestions to feel free to e-mail him at dsmelser@utk.edu and they will be taken into consideration next year. The good news is that there were four candidates for Secretary this year and there had to be a run-off election. Laura Letbetter of Kennesaw State University won the run-off election for Region III Secretary. For the Treasurer-Elect position there were five candidates, and Jill Griffith of the Medical University of South Carolina won that position. For the Chair-Elect there were two candidates, and Rodney Granec of the University of West Alabama won that position. David thanked everyone who agreed to run for a position with the region and reminded everyone to please participate when election time comes around again next year.

Cindy asked Jill Griffith (Medical University of South Carolina) to give the report on the Hospitality Committee.

Hospitality Committee – Jill Griffith (Medical University of South Carolina) reported that to keep up with the reputation of Region III as the party region, she hoped that everyone was able to experience the different themes each night in the hospitality suite. Sunday night was Margaritaville Night, last night was Monday Football Night with a cornball tournament and Scott as the famous Champion of Region III, and tonight is Pirate Night. Come prepared; we have eye patches, bandanas, and we'll have another cornball tournament. Enjoy the party down here and then come up to the hospitality suite, which will open about 9:30. Jill thanked the whole hospitality committee that put everything together, decorated every night, and organized all the activities. Jill thanked Alisha Simpson (East Carolina University), Valerie Williams (Tennessee State), and Meghan Hatfield (Medical University of South Carolina) (Meghan also made the flyers for the activities), Charlene Fontain (Spelman College), Teri Vigneau (Embry-Riddle Aeronautical University), and finally our referee Marsha Pesche (University of South Florida).

Cindy thanked the hospitality committee for doing a great job with the hospitality suite. Next, Cindy asked Don Saha (Carolinas Health Care System) to give a report on the regional newsletter.

Regional Newsletter – Editor Don Saha (Carolinas Health Care System) thanked Rick Smiley (East Carolina University), Sam Gannon (Vanderbilt University Medical Center) and Laura Letbetter (Kennesaw State University), who have handed the newsletter down to him. Don asked everyone to send in their stories because he cannot make them up. He would like to report on your successes, so he needs your help.

Cindy asked Robyn Remotigue (Mississippi State University) to give a report on the Volunteer Committee.

Volunteer Coordinator – Chair Robyn Remotigue (Mississippi State University) said that last year she realized that one person could not do everything that needed to be done and that there should be a committee to help with all the activities. Robyn recognized the other members of the committee, Laura Letbetter (Kennesaw State University) and Christy Davis (Mississippi State University). Robyn reported that they had over 48 volunteers at the Isle of Palms meeting to help the committee. This year they introduced a Mentoring Program where a new member could be paired with a Mentor. The participants of this program were surveyed, and there was some really positive feedback. Robyn asked for anybody who had volunteered in any capacity for the AM53 meeting to stand and be recognized. She also said that we need a lot of volunteers for our next regional meeting. Robyn listed lots of ways for folks to get involved: help at the registration desk, mentoring,

hospitality, evaluation, AV technical assistance, and many more. Just let her know and she will plug you in.

Website – Chair-Elect Cindy Hope (The University of Alabama) gave the website report for Tricia Page (University of Tennessee Health Science Center). Cindy commended Tricia on the fine job she is doing with the website. Members will find contact information, the names of different Committees and Committee Chairs, and the Newsletter contact information. She encouraged everyone to go out and look over the website for all the useful information, including information about our regional meeting.

Regional Meeting – Cindy Hope (The University of Alabama) Region III Chair-Elect and 2012 Region III Program Committee Chair announced that the regional meeting would return to Panama City in Florida this year. It's going to be at the same property in 2009, but it is now a Wyndham Resort instead of the Marriott. They have done some renovations and made some changes for the better. Cindy encouraged everyone to attend and to book rooms through the link on our website to help us reach our commitment. There was some discussion of problems with meeting room commitments, and Cindy reiterated the importance of our members making every effort to come.

Cindy asked for Jennifer Shambrook Immediate Past Chair (St. Jude Children's Research Hospital) to give a report on the Site Selection Committee.

Site Selection Committee – Jennifer Shambrook, Immediate Past Chair (St. Jude Children's Research Hospital), and Chair of the Site Selection Committee, reported that in 2013 we're going back to the Peabody Hotel in Memphis, Tennessee, where we will probably want to again raffle off the privilege of being Duck Master (Cindy said you get a pin, cane and a rubber duck). Jennifer said that you've got something to look forward to, something you can put on your CV. For 2014, Region II contacted us to suggest a joint meeting in St. Petersburg, Florida. We went down and looked at a site called the Tradewinds Resort. The resort has five restaurants, a comedy club, paddle boats, jet skis, four swimming pools, a children's program if you want to bring your children with you, delicious food, Tiki bars, a 3-story water slide, and meeting rooms. Region II's executive committee has approved the concept of our two regions meeting together in 2014, and we'll explore that further and make sure that the room rates are affordable, and that it will be at the time of year we want. Jennifer called for a motion to work with Region II for a joint meeting. Don Saha (Carolinas Health Care System) made the motion for Jennifer Shambrook to go ahead and work out the details with Region II for a joint meeting in 2014. Tony Ventimiglia (Auburn University) seconded the motion. During the discussion, John Giannoni from the University of South Florida volunteered to come up and talk about the resort at St. Petersburg. John said St. Petersburg is easy to get in and out of, reasonably priced, has lots of flights in and out, and that the Tradewinds is a really nice place where he has stayed before. One thing he added is that if the date is moved up in April, that we should avoid spring breaks, which probably wouldn't be the ideal time to have it. During spring break the rates are very high. Jennifer said she would keep us informed.

Cindy asked Tony Ventimiglia (Auburn University) to give several of the National Committee reports.

National Committee Updates

National Board of Directors – Tony Ventimiglia (Auburn University) said that the board had met six times this year, three in person and three via phone conference. Some of the highlights are that the board this year reviewed and updated the strategic plan, core values, and goals. They were advised that the strategic assumptions, the core purpose, and the core values, and the major goals are for the next 10 to 30 years. Approved were a number of appointments this year, and Tony specifically pointed out that the appointments were for Region III. For the NLDC Michelle Powell (Georgia Institute of Technology) was appointed; for the

Professional Development Committee Robyn Remotigue (Mississippi State University) was appointed starting in January; and to the yet unseated Financial Management Committee, Cathy Snyder (Vanderbilt University) was appointed starting in January. Through the NLDC, we have had a graduate of the Executive Leadership Program this year. We have been very successful in the Leadership Development program because Region III has usually had at least two people who went through the program every year. But this year with the hybrid we have gone over with Michelle Vazin (Vanderbilt University), and this year our graduate list was Cathy Snyder (Vanderbilt University) for the Executive Leadership Program. Tony announced for FY 2012 the candidates who will be going through the Executive Leadership Program are Beryline Temples (University of Central Arkansas) and Robyn Remotigue (Mississippi State University). Tony added Sam Gannon (Vanderbilt University Medical Center) to that list of candidates, making it three for the program. Then Tony added Laura Letbetter (Kennesaw State University) as the fourth ELP candidate. This made a total of four candidates from Region III out of the total nine that were selected in all. Tony announced other things going on at the national level and in the committee: they are redesigning fundamentals, with input from a new adult learning test for us that was created with a new presidential charge, there will be a release of the description, and there will be a release of subscriptions for those who are not members so they can subscribe to the magazine. They are adding this year an Online Tutorial on Intellectual Property. They have now started this year a Student Affiliation Membership for those who provide documentation of their student status. Students are not going to be eligible for NCURA Membership, but if they are students pursuing degrees in areas related to Research Administration, they are going to be eligible for the Student Affiliation Membership now. There is going to be the formation of an International Membership. Please be sure to say hello to our International Partners when you see them here at the conference and in the hospitality suites. A couple of other announcements: in 2014 the International Network Association of Research Management Society (INORMS) will be held April 10-13. This is a meeting that is sponsored by three different institutions: NCURA, SRA, and NCARA, which is the Canadian Association of Research Administrators. Most of the people going to these meetings are at the higher policy level, but you may be hearing about it at your Universities. Finally, if you are working with international subcontractors at all, give Dave Richardson a call. He really would like to know if you are working on something with international programs. If you have been negotiating with any international organizations, let Dave Richardson know because he is trying to pull something together. And finally, AM53 in 2013 will be our first annual meeting in August. In the next NCURA Magazine in December, you will see the new schedule for the first call for nominations for the next set of elections, so be aware when you see that this coming December they're starting to move things up. And another final thing, we want to thank Barbara Gray (Valdosta State University) who has served the board as secretary for the past two years and finishes her cycle this December. Thank you very much.

Cindy thanked Tony and asked Pamela Napier (formerly Western Kentucky University, now Agnes Scott College in Georgia) to give reports on the 2014 Pre-Award and PUI Neighborhood Committees

Pre-Award & PUI Neighborhood Committees – Pamela Napier (Agnes Scott College) told everyone that the Neighborhood Committees are alive and well. She announced that the Neighborhoods are going to look different pretty soon, but they are still going to be the Neighborhoods you rely on. Pamela encouraged everyone to connect through the Neighborhoods as another way to share ideas and questions and get more involved with NCURA. Pam told everyone that after fifteen years at Western Kentucky University, she is now at Agnes Scott College in Georgia and loves it.

Cindy asked Beryline Temples (University of Central Arkansas) to come up and talk about the eRA Neighborhood.

eRA Neighborhood Committee – Beryline Temples (University of Central Arkansas) explained that eRA stands for Electronic Research Administration, and that on October 20th the eRA Neighborhood Committee had a conference call. Chairperson Terri Hall welcomed new committee members and stated that there was an overwhelming interest in the eRA Neighborhood Committee this year. As a result some 24 applications were received to fill five open positions. Several of the applicants who were not chosen expressed interest in helping the committee on an ad-hoc basis. The Committee does plan to call on them for assistance with the various projects throughout the year. The eRA Committee will meet at the NCURA Annual Meeting 53 Monday Night Dinner Group for everyone to meet and network and also hosted round tables Monday and Tuesday mornings. For the open positions, the new committee members volunteered to monitor various agencies for new features, updates and notifications. Reports were given by current committee members for many of the federal agencies. The information gathered by the committee members will be submitted on a monthly basis to be posted on the eRA Neighborhood webpage. The eRA Neighborhood Committee invites you to check out the Neighborhood Webpage for the latest information on agencies, join the eRA listserv, and view the eRA Town Hall for *On Campus* e-mail interviews and online chats. The URLs to join the listerv can be found on the Community Website.

Cindy asked for Jennifer Shambrook (St. Jude Children’s Research Hospital) to give an update on the Research Management Review (RMR) Editorial Board.

RMR Journal – Jennifer Shambrook, Immediate Past Chair and Editor of the RMR, stated that she is very excited about being the editor of the Research Management Review and asked how many present have ever been an author or a co-author for RMR. There were a couple of responses. Jennifer said that one issue is already out, the first issue to go over 100 pages, and another issue in the works that will be even bigger than that. She encouraged everybody to think about writing a paper for a peer-reviewed journal. She said it is one of the most important things you can do for your career development, and that having a published paper in a peer reviewed journal could put you over the top when you want to pursue advancement. That’s the part that will help your professional development. But there is a community development part that you will be sharing your experiences with and you might save someone else who is having the same issues and help them resolve their issues. It will help your colleagues and it will help you as you move forward in your career path.

Jennifer Shambrook then called Beryline Temples, Secretary for Region III for the past two years and presented her with an acknowledgement plaque on behalf of Region III for service (hers and John’s) and an Amazon Gift Certificate. Beryline thanked Jennifer and the region for their friendship, support, and encouragement.

Chair-Elect Cindy Hope who served as Treasurer when Jennifer Shambrook was Chair, presented Jennifer with a personal gift of sports memorabilia.

There was no further business. The meeting was adjourned at 3:30 p.m.

Prepared by:

Beryline Temples, M.S.

Region III Secretary 2010-2012

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