

Region III Business Meeting
NCURA Annual Meeting (AM55)
Washington, D.C.
August 5, 2013

The meeting was called to order by Region III Chair-elect, Laurianne Torres (Duke University) at 3:05 p.m.

Approval of Minutes

Carolyn Elliott-Farino presented the minutes from the April 29, 2013 Regional Business Meeting held in Memphis, TN and asked for a motion to approve. Tony Ventimiglia (Auburn University) made the motion to approve and Michelle Powell (Georgia Institute of Technology) seconded. Members were in agreement, and the motion to approve the minutes carried.

Treasurer's Report

Kay Gilstrap (Georgia State University) reported that there were 225 attendees at the Region III spring meeting in Memphis. Also, a six month financial report has been submitted to NCURA National. Anyone who would like to review it may send an email request to Kay.

Regional Committee/Officer Reports

Professional Development Committee: Danielle McElwain (University of South Carolina), the new chair of this committee, reported that the committee will meet tomorrow (August 6, 2013), and that there is nothing further to report at this time.

Membership & Awards Committee: Carolyn Elliott-Farino (Kennesaw State University) reported that Tony Ventimiglia was this year's winner of the newly reinstated service award for Region III. The two travel award winners were Mukesha Voltz (The University of Alabama) and April Bennett (Elizabeth City State University). Congratulations to all!

Nominating & Elections Committee: David Smelser (University of Tennessee) reported that an e-blast was sent out last week calling for nominations for the next elections. He reminded members who would like to nominate themselves or colleagues to email either himself or Nancy Thoman (Florida Atlantic University). He also reminded members that nominations will close on August 16, and that the committee hopes to be able to announce the new officers on November 1. Cindy Hope encouraged members to run for office.

Hospitality Committee: Outgoing hospitality chair Valerie Williams (Tennessee State University) encouraged members to visit the hospitality suite tonight for game night from 9 p.m. to midnight in 3301. She reminded the group that Sunday night's hospitality suite is a joint effort with Region II. She encouraged members to consider joining the committee.

Regional Newsletter: Valerie Williams gave the newsletter report on behalf of Bill Lambert (Emory University), who wanted to thank all of this year's contributors and encourage members to send information to him for NCURA Magazine's Regional Corner. Examples of news items include members having earned a degree in research administration, published an article, earned a CRA certification, etc.

Volunteer Committee: Robyn Remotigue (formerly at Mississippi State University, now at the University of North Texas Health Science Center) asked all volunteers at the meeting to please stand and be recognized for their contributions. She extended thanks to Danielle McElwain for organizing the volunteer fair. She also thanked Danielle and Laura Letbetter (Georgia Institute of Technology) for helping with the mentoring program. She encouraged members to sign up if they want to volunteer.

Program Committee: Laurianne Torres reminded members that the next regional meeting will be held jointly with Region II at the Tradewinds Resort, St. Pete's Beach, FL, on May 4-7, 2014. There was a short video/slideshow about the Tradewinds. There have been monthly conference calls with Region II to coordinate. The last call was on July 16, and the next is scheduled for August 20. Laurianne added that members could expect calls for program proposals and volunteers soon.

Site Selection Committee: Cindy Hope (The University of Alabama) stated that the Tradewinds in St. Petersburg, Florida was selected for 2014 by the committee led by Jennifer Shambrook, and that the committee led by Rick Smiley selected the Isle of Palms, in South Carolina, for 2015. She has started looking at sites and talking with chair Rodney Granec (University of West Alabama) about our 2016 and 2017 sites. They are coordinating to locate an inland possibility, including New Orleans and Nashville, for one of those years. Cindy encouraged members to contact her with their input.

National Reports

Nominating and Leadership Development Committee: Pamela Napier (Agnes Scott College) reported that NLDC had a record number of applicants for the Catherine Core Travel Awards. She encouraged members to continue to nominate their colleagues and reminded the group that having served regionally is not a requirement for serving at the National level. She encouraged members to vote and to make an educated guess based on CVs even if they do not know the candidates personally.

Professional Development Committee: Robyn Remotigue reported that national PDC activities continue to include NCURA's traveling workshops, and that NCURA TV is on hold for reevaluation and may be revamped. Robyn is serving as chair of a new subcommittee for social media, including Twitter, Facebook, and YouTube videos. The social media subcommittee is interested in questions such as how many watch the videos every week and how many use them for training on their campuses. Please email Robyn with your social media ideas.

Financial Management: Cathy Snyder (Vanderbilt University) reported that NCURA's financial picture is very good. In FY12, there was record attendance at the FMC meeting, and large turnouts at PRA and the annual meeting. Things look very good again in FY 13 with record attendance at both the FRA and PRA meetings in New Orleans.

The FMC is working on financial issues that should be beneficial to the regions. FMC is working on a process for obtaining credit or debit cards for the regional treasurers, and is also working on providing guidance on best practices for the regional treasurers which will be especially beneficial for newly elected officers.

The 2012 audit of NCURA's financial statements is complete. It was a clean audit with no findings or deficiencies.

The FMC revised NCURA's investment policies to provide improved guidance on managing our funds in today's investment climate. The revised policy has been approved by the board.

The Board has also approved a recommendation from the FMC to add up to three additional at-large members to the committee. All three new members will not be added all at once to allow staggered terms, which are needed for smooth transitions from year to year.

The position description for new FMC members has also been revised. A call is going out now and it will be posted on the Volunteer Opportunity page of the website. The target application deadline is September 6. FMC will make recommendations to the Board for their approval at their October Board meeting.

FMC will have a booth at the Get Involved Fair in the morning. Members with an interest should contact Cathy or stop by the booth.

NCURA Board of Directors: Tony Ventimiglia (Auburn University) reported on NCURA membership by region: Region III is #1 in membership with 1,682 members. #2 is Region II (Mid-Atlantic) with 1,557 members. #3 is Region IV (Mid-America) with 1,268 members. #4 is Region VI (Western) with 1,072 members. #5 is Region I (New England) with 982 members. #6 is Region V (Southwestern) with 672 members. #7 is Region VII (Rocky Mountain) with 401 members. #8 is the International region with 131 members.

Tony also reported that NCURA is now the sole publisher of “Sponsored Research Administration: A Guide to Effective Strategies and Recommended Practices,” first published jointly with Atlantic Information Services in 2006. This comprehensive reference guide covers all major areas of sponsored research and includes over 20 chapters written by well-respected administrators known for their unique expertise.

Tony also reminded the group that we are here for the very first annual meeting held in August. Vivian Holmes (Broad Institute) of Region I and her program committee have put together a great meeting. We are also here for the issuance of the very first Julie Jacobson Distinguished Service Awards, one of which goes to Region III member Barbara Gray (East Carolina University), and for the very first dinner group at a baseball game.

Tony also reminded the group that this meeting is the rollout of NCURA’s Scholarship Education Fund, which was begun with a contribution by Jerry Fife (Vanderbilt University). Members can contribute by buying raffle tickets or donating online. \$4,370 was raised at lunch. Carolyn Elliott-Farino asked what the fund is for, and Tony explained that it is to be used to support travel to NCURA sponsored meetings. He added that contributions are tax deductible, while raffle tickets are considered a purchase.

Tony also reported that NCURA hosted its Regional Leadership Conference once again just prior to the kick-off of AM55. 35 people were in attendance and lots of good information was shared.

INORMS 2014 is right around the corner. NCURA is co-hosting this conference with the Canadian Association of University Research Administrators (CAURA) and SRA International (SRA). Dave Richardson (University of Illinois at Urbana-Champaign) of Region IV serves as NURA’s program co-chair, and sessions are in the process of being finalized. The meeting will be held April 10-13, here at the Washington Hilton.

Finally, in case you hadn’t heard, FRA and PRA for 2013 were very successful events in New Orleans. These two meetings will be held back-to-back again in March 2014 in San Francisco.

Old Business

There was no old business to discuss.

New Business

There was a vote on the proposed amendment to the bylaws to bring the timing of elections in line with the change of the annual meeting from November to August. The proposed amendment has posted on the Region III web site since July 4, 2013 for members to review. All approved the motion. There was no other new business.

Results of Gift Card Drawings

Interspersed throughout the meeting were four drawings for Amazon gift cards. The winners were Linda Good (Virginia Tech), Leslie Jenkins (UNC Charlotte), Linda Bucy (Virginia Tech), and Andrea Moshier (Western Carolina).

There was a motion to adjourn at 3:45 p.m. All were in favor.