

**Region III Business Meeting
2015 Regional Spring Meeting
Wild Dunes Resort – Isle of Palms, SC
May 12, 2015**

The meeting was called to order by Region III Chair, Laurianne Torres (Duke University) at 12:17pm. Laurianne Torres (Duke University) welcomed everyone to the meeting. She asked all new NCURA members and first time attendees to stand and be recognized. She reported that the attendance of the 2015 meeting was 34% higher than last year’s meeting, there were 93 new members and/or first time attendees, and a total of 319 attendees.

Laurianne also recognized the region’s Emeritus Members for their continued service to the region, including Pam Whitlock (formally University of North Carolina Wilmington) who was in attendance.

Approval of Minutes: David Smelser (University of Tennessee) presented the minutes from the August 11, 2014 Annual Business Meeting held in Washington, DC and asked for a motion to approve. Steven Koogler (University of Central Florida) made a motion to approve and Pat Green (Vanderbilt University) seconded. Members were in agreement and the motion to approve the minutes carried.

Treasurer’s Report: Alex Atkinson (Tennessee State University) thanked Kay Gilstrap (Georgia State University) for serving as Treasurer previously and doing a tremendous job. Alex presented the current and previous fiscal years numbers. He mentioned the high balance showing in the statements did not include the payments for the 2015 Spring Meeting. Alex explained that the Region does keep a reserve balance intentionally to ensure the Region has sufficient funds to cover meeting costs in the event a meeting was cancelled for unforeseen circumstances.

| | Budget 2014 | Through 12/31/2014 | Budget 2015 | Through 3/31/2015 |
|-------------------|------------------------|-------------------------------|------------------------|------------------------------|
| Income | \$101,250 | \$123,693 | \$111,000 | \$88,895.57 |
| Expenses | \$101,105 | \$108,724 | \$110,709 | \$5,734.21 |
| Net Income | \$145 | \$14,969 | \$291 | \$83,161.36 |

Honors & Awards Committee: Rob Bingham-Roy (Georgia Institute of Technology) introduced Taylor Dearman (University of Central Florida), Andrea Moshier (Western Carolina University) as the 2015 Regional Meeting Travel Awardees and Laura Kingsley (Nova Southeastern University) and Sarah Tavernit (Pennington Biomedical Research Center) as the 2015 Annual Meeting Travel Awardees. The committee received 19 applications from 15 schools from 7 states. The Region would like to increase awareness and participation in Honors & Awards and if anyone would like to participate on this committee, Rob encouraged individuals to contact him.

Elections Committee: Karen Fletcher (Coastal Carolina University) reported that Region III held elections for the Chair Elect and Regionally Elected Board Member last year. She announced that Kay Gilstrap (Georgia State University) was elected as Chair Elect and would take office at the conclusion of the Spring Meeting and Erica Gambrell (University of Alabama) was elected as the Regionally Elected Board Member and began her term on January 1st. The 2015 election process will begin in June for the Chair Elect, Treasurer Elect, and Secretary positions. Karen gave a brief description of each of the three positions. She encouraged those interested in these positions to speak to current officers or a member of

the Elections Committee. She also encouraged individuals who would like to serve in a more behind the scenes capacity to consider serving on the Elections Committee and to contact her.

Program Committee: Danielle McElwain (University of South Carolina) thanked everyone who had served this year on both the Program and Planning Committees and asked they stand and be recognized. The track chairs for the Program Committee included: Rob Bingham-Roy (Georgia Institute of Technology), Kay Gilstrap (Georgia State University), Justo Torres (North Carolina State University), David Smelser (University of Tennessee), Laurianne Torres (Duke University), and Mo Valentine (University of Memphis). Members of the Planning Committee included: Alex Atkinson (Tennessee State University), Sandy Barber (Georgia Institute of Technology), Nancy Bovay (University of South Carolina), Ken Carter (University of Tennessee), James Denney (Mississippi University for Women), Emily Devereux (Arkansas State University), June Headly-Greenlaw (University of South Carolina), Steve Koogler (University of Central Florida), Adam Lawler (Duke University), Tricia Page (University of Tennessee Health Science Center), Natasha Stark (Kennesaw State University), and Stacey Wade (University of Tennessee). Danielle also thanked others who participated in these committees but who could not attend: Debra Alexander (Georgia Southern University), Bruxanne Hein (Costal Carolina), Beryline Temples (University of Central Arkansas), Kristin Weatherbee (University of Central Florida), Jennifer Benson (University of Tennessee), Lawson Culver (University of Tennessee Health Science Center), and Hagan Walker (Clemson University).

Danielle encouraged everyone to make plans to attend the 2016 Spring Meeting at the Hilton San Destin Beach, Golf, & Spa in Miramar Beach, FL. The meeting is scheduled for May 1-4, 2016. Kay Gilstrap will be the Program Committee Chair and a solicitation to submit presentation topics will be coming soon.

Volunteering: Danielle McElwain (University of South Carolina) presented on behalf of Hagan Walker (Clemson University). She thanked all of the volunteers who helped to make the meeting possible. She asked that all of those volunteers stand to be recognized. Michelle Gooding (Christopher Newport University) was thanked for serving as the onsite Volunteer Coordinator Tony Ventimiglia (Auburn University) was thanked for organizing the Mentoring Program at the meeting. There were over 30 volunteers for the meeting and volunteers will also be needed for the Annual Meeting. Emails will be sent soon to solicit for those volunteer opportunities. Also, if anyone is interested in participating on the Volunteer Committee, please contact Hagan or Michelle.

Hospitality: Natasha Stark (Kennesaw State University) thanked Brigette Pfister (Virginia Commonwealth University) and Jamila Edwards (Emory University) for all their contributions to Hospitality Suite activities. She thanked everyone who had already come out to the suite and reminded everyone the suite would be open Tuesday night as well. Natasha encouraged individuals to contact her if they would like to participate on the Hospitality Committee at the Annual Meeting.

Sponsorships: Steven Koogler (University of Central Florida) reported five universities supported our meeting, including: Coastal Carolina University, University of Memphis, University of South Carolina, Medical University of South Carolina, and the host institution Clemson University. There were also eight industry sponsors who supported our meeting, including: Quali Co, Evisions, American Appraisal, and PFS Clinical Pharmacy. Steve mentioned that anyone who is interested in participating on the Sponsorships Committee could contact him.

Philanthropy: Adam Lawler (Duke University) thanked everyone for participating in our philanthropic activities of Corn Hole, Trivia Night, and the State Cup. He announced that we had already sold 73 t-shirts and there were still more available on site for sell as well as available online. Our goal for the

meeting was to raise \$500 for our charities including the NCURA Education Scholarship Fund and the Miracle League. Adam also gave a brief overview of those organizations.

Public Relations: Tanya Blackwell (Georgia Institute of Technology) described the Public Relations Committee's new initiative to send our monthly emails to the membership describing the activities our Regional Committees. The Committee is also starting a Third Thursday email to continue information dissemination to the membership. She let everyone know they should be getting the emails already but if not they could sign up on our website. Tanya also mentioned the NCURA Magazine Regional Corner and that if anyone needs info included there they can contact her. She also highlighted our new email address of chair@ncuraregioniii.com that anyone can email if they have questions about the region and she will make sure those questions get to the right person.

Social Media: Brigitte Pfister (Virginia Commonwealth University) announced that now we have a LinkedIn and Twitter presence. She reported that our Facebook group has increased from 75 to over 300 members. It is now a very active site with lots of information. Brigitte thanked Rob Caudle (Duke University) who posts all the job openings he can find within our region to these social media networks. She asked everyone to participate in social media and get involved. She also mentioned attending the Hospitality Suite tonight for more activities. She asked that if anyone is interested in getting more involved with social media to contact her or David Smelser (University of Tennessee).

Website: David Smelser (University of Tennessee) reported the website has been dramatically updated and is now providing much more information. He recognized Linnea Minnema (University of Tennessee), Lawson Culver (University of Tennessee Health Science Center), and Tricia Page (University of Tennessee Health Science Center) for all their work on making the new website happen. He encouraged everyone to visit www.ncuraregioniii.com.

Site Selection Committee: Kay Gilstrap (Georgia State University) is looking for participation in developing the 2016 meeting. She also noted that Steve Koogler will be serving as Co-Chair for the 2016 Meeting at Hilton San Destin Beach, Golf, & Spa in Miramar Beach, FL. Laurianne Torres (Duke University) will be chairing the Site Selection Committee for the 2017 Spring Meeting.

Nominating & Leadership Development Committee: Michelle Vazin (Vanderbilt University) presented on behalf of Debbie Smith (University of Tennessee Health Science Center). Michelle acknowledged how involved Region III is involved in this committee. Region III has three individuals participating in the current NCURA Executive Leadership Program. She asked Tony Ventimiglia (Auburn University), Mo Valentine (University of Memphis), and Pamela Napier (Agnes Scott College) to stand and be recognized. Michelle also announced that two Region III members will be on the ballot for national office elections. Barbara Gray (East Carolina University) will be on the ballot for the President Elect and Tony Ventimiglia (Auburn University) will be on the ballot for Secretary. She encouraged everyone to vote in the upcoming election.

Professional Development Committee: David Smelser (University of Tennessee) presented on behalf of Jeanne Viviani (Florida Polytechnic University). The 2015 goals for the national PDC are to: implement a new travel policy, refine the process for regional workshop review and approval, participate in a visioning exercise to examine the long term goals of the organization, enhance existing social media activities and get ambassadors to grow our social media presence, update all of NCURA's publications that have been impacted by Uniform Guidance, release a new Uniform Guidance mini guide, search for the next NCURA Magazine Senior Editor as Dan Nordquist (Washington State University) is finishing his term, update the selection process of faculty for traveling workshops, and introduce a new Life Cycle Webinar series.

NCURA Board of Directors: Erica Gambrell (University of Alabama) recognized those Region III members who serve at the national level. Those individuals include: NCURA's President Michelle Vazin (Vanderbilt University), NCURA Board Member Kerry Peluso (Emory University), Nominating & Leadership Development Committee member Debbie Smith (University of Tennessee Health Science Center), Financial Management Committee member Cathy Snyder (Vanderbilt University), and Professional Development Committee member Jeanne Viviani (Florida Polytechnic University).

In February the Board met to lay out their plan for 2025. In that meeting the Board wanted to determine how NCURA can stay on the cutting edge of Research Administration. From that meeting the Board formed a strategic "think tank" to become a go to group for trainings that need to be delivered quickly, such as the recent updates to Uniform Guidance.

Erica mentioned making plans to attend the Annual Meeting August 2-5, 2015. The theme for the meeting will be "New Guidance, Renewed Partnerships". The keynote speaker will be Chuck Todd of NBC News and Meet the Press. The meeting will include nine program tracks this year and registration is now open. Erica reported that the PRA and FRA conferences were held in Orlando in March. They were very successful with 509 individuals attending PRA and 943 attending FRA.

Erica also provided more information about the NCURA Education and Scholarship Fund and stated the funded currently has \$39,000. Donations to the fund are tax deductible if anyone is interested in donating.

Financial Management Committee: Cathy Snyder (Vanderbilt University) reported the FMC continues to monitor the finances of the organization and we are fiscally strong at the national and regional levels. The committee is updating the travel reimbursement policy since so much travel is taking place. Cathy also mentioned they are working with PDC to ensure the financials are in good order for regions who are currently conducting regional level traveling workshops. The FMC recently met with our audit firm who is reviewing the finances and the committee will be reviewing the firm's report in June. Cathy discussed an upcoming meeting in which all regional treasurers will attend to provide consistency across the regions. Also, there will be a call soon for new members to join the FMC and if anyone is interested in to please contact her.

Old Business: None

New Business: Danielle McElwain (University of South Carolina) recognized our regional leadership who rotated off of their positions in December 2014. Kay Gilstrap (Georgia State University) was the 2013-2014 Treasurer and Tony Ventimiglia (Auburn University) ended his term as Regionally Elected Board Member. At the conclusion of the Spring Meeting Laurianne Torres (Duke University) will be finishing her term as Chair.

Danielle asked Latasha Johnson from the national organization to speak. Latasha mentioned the organization currently has 7,153 members. She announced NCURA is now offering non-members a 90 day complementary membership to those who attend PRA, FRA, or a traveling workshop. NCURA is putting together a video montage of existing members saying "Join Us!" to encourage non-members to join.

Adjourn: Danielle McElwain (University of South Carolina) asked if anyone had additional business to discuss. No topics were raised. She then asked for a motion to adjourn the meeting. Pat Green (Vanderbilt University) made a motion to adjourn and Tony Ventimiglia (Auburn University) seconded. The meeting adjourned at 1:05pm.