We are so pleased you are able to join us! The theme is “New Guidance, Renewed Partnerships.” When the Office of Management and Budget announced in December 2013 that they were replacing the eight existing circulars governing federal awards with the new Uniform Guidance, research administrators everywhere began working to gain a better understanding of the new rules. We’ve read and compared the new language to the old circulars, asked questions, offered our comments and suggestions. Throughout this period, we have reached out to our colleagues at the federal agencies, our faculty, campus administrators at all levels of our institutions as well as our colleagues from other institutions. Working together on the UG has reinforced why research administration is such a collaborative profession. At this year’s meeting, we will be sharing our understanding of the UG, asking questions to clarify the sponsors’ implementations, and sharing our ideas on how to continue building on these stronger collaborations going forward.

The program committee has put together a meeting filled with informative workshops, concurrent sessions, senior forums and discussion groups covering nine tracks: Pre-award, Post-Award, Federal, PUIs, Clinical Research, Compliance, International, Departmental, and Career Skills/Professional Development. There are opportunities to listen and talk to representatives from the Federal agencies and your colleagues from institutions large, small, and in-between from around the world.

AM57 will be offering something new: Office Hours. Oftentimes, attendees are asked to find an answer to a specific question while they are at the annual meeting. These sessions will offer attendees the opportunity to meet one-on-one with some of NCURA’s subject matter experts for answers and advice on specific questions or issues.

There is plenty more to get excited about at AM57. The keynote speaker this year will be Chuck Todd. Todd previously served as NBC News chief White House correspondent, as well as the host of MSNBC’s The Daily Rundown. Currently, Todd is the host of NBC’s Meet the Press. He will be sharing his perspectives on what’s happening in Washington and what to look forward to in 2016.

There will also be plenty of food, music, entertainment, and fun. Sunday night, plan on joining us for dinner and comedy with the hilarious Jake Johannsen. With forty-four Letterman appearances under his belt (not to mention a handful of Late Night with Conan O’Brien, The Tonight Show with Jay Leno, and Politically Incorrect gigs) Jake is no stranger to performing comedy. Prepare for laughs before going global on Tuesday night and heading to Monte Carlo (OK, the Hilton Ballroom) for food, music, and casino-gaming, with the proceeds benefiting the NCURA Education Scholarship Fund.

The regions will be busy as well offering opportunities for networking throughout the meeting. There will also be a regional competition—get ready to show the world that you have talents beyond meeting proposal deadlines and preparing financial reports! And don’t forget about all of the sites in DC! Summer is a great time to explore the city on your own, with your colleagues, or with your family.

We look forward to having you join us for the best meeting EV-AH!

NCURA 57th Annual Meeting Co-Chairs,

Robert Andresen
University of Wisconsin-Madison

Brenda Kavanaugh
University of Rochester

Lisa Mosley
Arizona State University
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Saturday</strong></td>
<td><strong>4:00 – 7:00 pm</strong></td>
<td><strong>7:30 am – 5:00 pm</strong></td>
<td><strong>7:30 am – Noon</strong></td>
<td><strong>7:30 am – Noon</strong></td>
<td><strong>7:30 am – Noon</strong></td>
</tr>
<tr>
<td>Registration</td>
<td><strong>Welcome Lounge</strong></td>
<td><strong>Registration</strong></td>
<td><strong>Workshops</strong></td>
<td><strong>AM57 Concierge</strong></td>
<td><strong>AM57 Concierge</strong></td>
</tr>
<tr>
<td>Workshop Luncheon</td>
<td>For Full Day Session Participants, Faculty and Evaluators</td>
<td><strong>Workshops</strong></td>
<td><strong>Continental Breakfast and Breakfast Roundtables</strong></td>
<td><strong>Luncheon and Volunteer Recognition</strong></td>
<td><strong>Regional Hospitality Suites Open</strong></td>
</tr>
<tr>
<td>Noon</td>
<td>1:30 pm</td>
<td>3:00 – 3:45 pm</td>
<td><strong>Office Hours</strong></td>
<td><strong>Luncheon and Volunteer Recognition</strong></td>
<td><strong>Regional Hospitality Suites Open</strong></td>
</tr>
<tr>
<td>Lunch</td>
<td>1:30 – 2:45 pm</td>
<td>3:00 – 3:45 pm</td>
<td>1:15 – 2:15 pm</td>
<td>1:15 – 2:15 pm</td>
<td>1:15 – 2:15 pm</td>
</tr>
<tr>
<td>Spark Sessions</td>
<td>2:45 – 3:00 pm</td>
<td>4:00 – 5:00 pm</td>
<td>2:15 – 2:45 pm</td>
<td>2:15 – 2:45 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td>Concurrent Sessions</td>
<td>2:45 – 3:00 pm</td>
<td>4:00 – 5:00 pm</td>
<td>2:15 – 2:45 pm</td>
<td>2:15 – 2:45 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td>Discussion Groups</td>
<td>3:00 – 3:45 pm</td>
<td>4:00 – 5:00 pm</td>
<td>2:15 – 2:45 pm</td>
<td>2:15 – 2:45 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td>Office Break</td>
<td>10:30 – 10:30 am</td>
<td>3:00 – 3:45 pm</td>
<td><strong>Regional Business Meetings</strong></td>
<td><strong>Luncheon and Volunteer Recognition</strong></td>
<td><strong>Regional Hospitality Suites Open</strong></td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>3:45 – 4:00 pm</td>
<td>1:15 – 2:15 pm</td>
<td>3:00 – 3:45 pm</td>
<td>1:15 – 2:15 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>4:00 – 5:00 pm</td>
<td>2:15 – 2:45 pm</td>
<td>3:00 – 3:45 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
<tr>
<td></td>
<td>10:30 – 10:30 am</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
<td>5:00 – 5:30 pm</td>
<td>2:15 – 2:45 pm</td>
</tr>
</tbody>
</table>
Thank You

ANNUAL MEETING PROGRAM COMMITTEE

NCURA 2015 Vice President
Robert C. Andresen, University of Wisconsin Madison

Annual Meeting 57 Co-Chairs
Brenda Kavanaugh, University of Rochester
Lisa E. Mosley, Arizona State University

Career Skills/Professional Development
Christa C. Johnson, Washington University in St. Louis
Tolise C. Miles, Children’s National Medical Center

Clinical Research/Clinical Trials
Allecia A. Harley, Rush University Medical Center
Tesheia H. Johnson, Yale University

Compliance
Kay Ellis, University of Arizona
Laurianne M. Torres, Duke University

Departmental
Anne Albinak, Johns Hopkins University
Sinnamon A. Tierney, Portland State University

Federal
Jean Feldman, The National Science Foundation
Beth Strausser, The National Science Foundation
Cynthia Hope, The University of Alabama

International
Jesse J. Szeto, National Council of University Research Administrators
John Donovan, Dublin Institute of Technology

Post-Award
Tracey Fraser, Smithsonian Institution
Jeremy Forsberg, The University of Texas at Arlington
Adrienne Larmett, Baker Tilly

Pre-Award
Antoinette Lawson, University of Maryland, College Park
David K. Smelser, University of Tennessee

PUI
Anne Pascucci, Christopher Newport University
Julie Guggino, Central Washington University

Workshops
Glenda A. Bullock, Washington University in St. Louis
Gunta J. Liders, University of Rochester
Georgette Sakamoto, University of Hawaii
THANK YOU to the following sponsors for your generous support!

**NCURA MEMBER SPONSORS**

- Evisions Research Suite
- Huron Education

**NCURA CONTRIBUTING SPONSORS**

- Attain
- Baker Tilly
- IT Works
- Johns Hopkins University
- KualiCo

FOLLOW US @NCURA
#NCURAAM57
CPE Information for Certified Public Accountants
NCURA is accredited by the National Registry of CPE Sponsors. This program is administered by the National Association of State Boards of Accountancy (NASBA) to sponsor and award Continuing Professional Education Credits (CPEs) to accounting professionals. Certified Public Accountants will need to complete a CPE credit form in order to receive CPE credits. CPE forms are available at the NCURA AM57 Concierge Desk. Forms must be deposited in the CPE boxes located at the NCURA AM57 Concierge desk at the end of the conference. In accordance with the standards of the National Registry of CPE Sponsors, 50 minutes equals 1 CPE. Depending on the sessions and workshops you choose to attend a maximum of 30.5 CPE credits can be issued for NCURA’s AM57 Conference. Field of study available is Specialized Knowledge and Applications ($) .

CPE Credits will be available for concurrent sessions, pre-conference workshops and senior level forums. Discussion Groups, Sparks Sessions, Office Hours and the Keynote Address are not eligible for CPE credits.

MAXIMUM CREDITS AVAILABLE:
15.0 CPEs: Conference Only
18.5 CPEs: Conference + ½ Day Workshop
22.5 CPEs: Conference + Full Day of Workshops
26.5 CPEs: Conference + 1½ Days of Workshops
30.5 CPEs: Conference + 2 Days of Workshops

Please Note: All Continuing Professional Education Credits (CPEs) will be submitted to the National Registry of CPE Sponsors through its website: www.learningmarket.org.

CEU Information for All Participants
NCURA will be offering CEUs for the Annual Meeting and Pre-Conference Workshops. The Continuing Education Unit (CEU) is a nationally recognized unit designed to provide a record of an individual’s continuing education accomplishments. Please note, CEUs are calculated based on the standard formula of 1 CEU = 10 contact hours.

MAXIMUM CREDITS AVAILABLE:
12.5 Hours of Education: Conference Only
15.75 Hours of Education: Conference + ½ Day Workshop
19.0 Hours of Education: Conference + Full Day of Workshops
22.25 Hours of Education: Conference + 1½ Days of Workshops
25.5 Hours of Education: Conference + 2 Days of Workshops

Please note: All Continuing Education Units (CEUs) will automatically be sent to all registrants of the conference by September 4, 2015.

Session Definitions
CONCURRENT SESSIONS are formal presentations that have question and answer time built in. These sessions will have anywhere from 30 – 150 attendees.

DISCUSSION GROUPS are facilitated sessions that are limited to 30 participants. Instead of formal presentations, the specific topics are discussed, and information is shared by the group’s attendees.

PRE-CONFERENCE WORKSHOPS (WS) are presentations, traditionally supported with PowerPoint and handouts that are taught by topic experts in a classroom style setting. These sessions have built in question and answer time and have anywhere from 20 – 70 attendees.

SENIOR FORUMS (SF) are intended for experienced participants in senior management positions. Current issues and basics are presumed known. No PowerPoint slides or handouts are used. Agenda topics should be known but discussion should dictate the length and depth of each topic. Session attendance is limited to encourage discussion and active participation by attendees. * Please note – The Workshops and the Senior Forums are the only sessions taking place on August 2. There is an additional fee for Workshops and Senior Forums.

SPARK SESSIONS are 15 – 20 minute, high energy, high deliverable offerings that will get right to the “good stuff,” and attendees will be able to attend multiple topics in each time slot.

OFFICE HOURS create an opportunity to obtain answers to questions by subject matter experts in a one-on-one setting.

Overview of Session Program Levels/Key
- BASIC level sessions assume some fundamental research administration knowledge.
- INTERMEDIATE level sessions assume basic knowledge, and the sessions introduce and develop topics that exceed basic knowledge. Sessions focus on building competency.
- ADVANCED level sessions assume mastery of the subject and the sessions focus on in-depth knowledge or a broader range of topics. Sessions focus on mastering more difficult and complex scenarios.
- OVERVIEW level sessions will provide a general review of a subject area from a broader perspective.
- UPDATE level sessions will provide a general review of new developments.
### Full Day Pre-Conference Workshops
**8:15 am – 4:30 pm**

<table>
<thead>
<tr>
<th>Workshop</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workshop 1</td>
<td>The Basics: Pre-Award Fundamentals</td>
</tr>
<tr>
<td>Workshop 2</td>
<td>Post-Award Basics</td>
</tr>
<tr>
<td>Workshop 3</td>
<td>How to Manage Proposal and Awards – Confessions from a Department Administrator</td>
</tr>
</tbody>
</table>

### Half Day Morning Pre-Conference Workshops
**8:15 – 11:45 am**

<table>
<thead>
<tr>
<th>Workshop</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workshop 5</td>
<td>The Key to Understanding Research Administration and Clinical Trials</td>
</tr>
<tr>
<td>Workshop 6</td>
<td>FAR Basics</td>
</tr>
<tr>
<td>Workshop 7</td>
<td>Post-Award Management: From Award to Closeout and Everything in Between</td>
</tr>
<tr>
<td>Workshop 8</td>
<td>Grant Writing Secrets Every Research Administrator Needs to Know</td>
</tr>
<tr>
<td>Workshop 9</td>
<td>IRB, IACUC and COIs: Understanding the Basics</td>
</tr>
<tr>
<td>Workshop 10</td>
<td>Effort Reporting – Not Just the Basics!</td>
</tr>
<tr>
<td>Workshop 11</td>
<td>Subawards and Subrecipient Monitoring - UG Basics and A Bit Beyond</td>
</tr>
<tr>
<td>Workshop 12</td>
<td>A Team Approach to Developing Competitive Grant Proposals: The Pre-Award Role in Supporting Success</td>
</tr>
<tr>
<td>Workshop 13</td>
<td>The Alphabet Soup of NIH Training and Career Development Awards</td>
</tr>
<tr>
<td>Workshop 14</td>
<td>The Dos and Don’ts When Working with Faculty and Funding Organizations</td>
</tr>
<tr>
<td>Workshop 15</td>
<td>OMB Uniform Guidance: Same, Same – But Different</td>
</tr>
<tr>
<td>Workshop 16</td>
<td>Conscious Leadership: A Management Imperative</td>
</tr>
<tr>
<td>Workshop 17</td>
<td>Redefining Learning and Development of Research Administrators</td>
</tr>
<tr>
<td>Workshop 18</td>
<td>PIs and the Uniform Guidance: Where Are We?</td>
</tr>
<tr>
<td>Senior Level Forum 19</td>
<td>Structuring Your Office for Success</td>
</tr>
<tr>
<td>Senior Level Forum 20</td>
<td>Metrics: You Want What by When? Grant Success Rates, Research Performance Metrics, Forecasting</td>
</tr>
</tbody>
</table>

### Half Day Afternoon Pre-Conference Workshops
**1:00 – 4:30 pm**

<table>
<thead>
<tr>
<th>Workshop</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workshop 21</td>
<td>A Comprehensive Overview of Clinical Trials Management and Infrastructure</td>
</tr>
<tr>
<td>Workshop 22</td>
<td>Policies: How to Develop and Communicate</td>
</tr>
<tr>
<td>Workshop 23</td>
<td>Export Control Basics: Understanding the Regulations in a University Setting</td>
</tr>
<tr>
<td>Workshop 24</td>
<td>Steps and Strategies for Developing Grant Proposals</td>
</tr>
<tr>
<td>Workshop 25</td>
<td>Boot Camp on the Basics of Contract Drafting and Negotiations</td>
</tr>
<tr>
<td>Workshop 26</td>
<td>Cost Sharing: Pre-Award to Post-Award</td>
</tr>
<tr>
<td>Workshop 27</td>
<td>Numbers Tell the Story: Development and Management of Budgets for Sponsored Programs</td>
</tr>
<tr>
<td>Workshop 28</td>
<td>Trends and Patterns in Federal Audits and Enforcement Actions in Research: Anticipating the Future By Learning from the Past</td>
</tr>
<tr>
<td>Workshop 29</td>
<td>Intellectual Property (IP) Considerations for the Pre-award Office</td>
</tr>
<tr>
<td>Workshop 30</td>
<td>Service Centers, Compliance, and All that Jazz – Financial Management of a Service Center</td>
</tr>
<tr>
<td>Workshop 31</td>
<td>Uniform Guidance – It’s Here, It’s Now</td>
</tr>
<tr>
<td>Workshop 32</td>
<td>Working with International Institutions</td>
</tr>
<tr>
<td>Workshop 33</td>
<td>An Introduction to Working under U.S. Government Compliance Regulations (for non-U.S. Institutions)</td>
</tr>
<tr>
<td>Workshop 34</td>
<td>Effective Presentations – NCURA Style</td>
</tr>
<tr>
<td>Senior Level Forum 35</td>
<td>University F&amp;A Rate Proposals – Federal Review and Complex Negotiation Issues</td>
</tr>
<tr>
<td>Senior Level Forum 36</td>
<td>Performance Metrics in Research Administration</td>
</tr>
</tbody>
</table>

### POST-CONFERENCE WORKSHOP
**Thursday | August 6, 2015**

**8:30 am – 4:30 pm**

<table>
<thead>
<tr>
<th>Workshop</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workshop 37</td>
<td>NIH Workshop</td>
</tr>
</tbody>
</table>
Workshop 1

**THE BASICS: PRE-AWARD FUNDAMENTALS**

As research administrators, we play a key supportive role in assisting principal investigators to navigate their research projects through the various phases in the sponsored projects lifecycle. The pre-award phase of the lifecycle encompasses the development, institutional review and submission of proposals to external sponsors, as well as the negotiation and acceptance of sponsored research awards. Within the landscape of the pre-award phase, research administrators are consistently challenged with ever-changing rules and regulations related to a myriad topics, including proposal submission, conflict of interest, and use of animals in research and export controls, just to name a few. In this workshop, we will delve into the general regulations governing sponsored research and apply them in the context of case studies. We will also explore many of the key pre-award processes, as well as examine key compliance areas that affect sponsored research during the pre-award phase of the sponsored projects lifecycle.

**LEARNING OBJECTIVES:**

- Articulate the various stages and activities associated with the pre-award phase of the sponsored projects lifecycle.
- Communicate, interpret and apply the general regulations applicable to sponsored research in the context of the pre-award phase.
- Identify the various elements of a proposal and describe their purpose and importance.
- Discuss the key compliance areas that impact the pre-award phase.

Csilla Csaplár*, Department Manager, Geophysics, Stanford University
Heather Offhaus, Director, Medical School Grant Review & Analysis, University of Michigan-Ann Arbor
Lindsey Demeritt, Assistant Manager, Sponsored Projects Team, Children’s Hospital Los Angeles

Workshop 2

**POST-AWARD BASICS**

This workshop will focus on the topics that are most relevant in the day-to-day financial management of sponsored projects. It will also provide an overview of the financial regulatory compliance landscape, with an emphasis on the new Uniform Guidance, 2 CFR, Part 200. Bring your questions, concerns, and your institution’s experience and be willing to participate and share with the group.

**LEARNING OBJECTIVES:**

- Participants will learn about post-award administration from beginning to end.
- Participants will gain a basic understanding of the concepts involved in post-award administration.
- Participants will identify ways to manage day-to-day post-award activities.

David Schmidt*, Assistant Vice President for Research and Economic Development, University of North Dakota
Roseann Luongo, Associate Director, Training and Compliance, Harvard University
W. Scott Erwin, Sr., Director, Office of Sponsored Programs, Texas State University
Newcomers to research administration are often overwhelmed by the sheer volume of information we must know and use in our daily work. The new Uniform Guidance, the old OMB circulars, compliance regulations, state and local regulations, sponsor guidelines, and institutional policies must all be carefully considered as we review proposals and manage awards. We must effectively communicate these various requirements to our faculty, who may not understand their importance or the impact noncompliance could have on their research. This workshop is a pre-award focused step-by-step guide for newcomers to the profession, both in central offices and at the department level, illustrating an efficient and effective way to handle comprehensive pre-award proposal reviews, communicate with faculty, and make sure proposals are ready for submission. Specific points in the process are highlighted to show where the various rules and regulations are involved, and what criteria we should be looking for during pre-award proposal review. We will touch on compliance with sponsor guidelines and applicable regulations, budget preparation, honing the basic skills, and enhancing the research administrator’s professional judgment.

LEARNING OBJECTIVES:
- Participants will learn to identify and develop crucial skills for the pre-award research administrator.
- Participants will learn to effectively plan their own professional development related to the crucial skills identified.
- Participants will learn to effectively review proposals for compliance with applicable rules, regulations, laws, and policies.
- Participants will learn to effectively communicate with faculty on policy and regulatory issues.
- Participants will learn to effectively prepare proposals for submission with a minimum of problems or stress.

Brigette Pfister*, Director of Sponsored Programs, College of Humanities & Sciences, Virginia Commonwealth University
Trisha Southergill, Grant Support and E-Thesis Manager, Montana Tech of the University of Montana
Beryline Temples, Senior Sponsored Programs Administrator, University of Central Arkansas
8:15 – 11:45 am ~ Half Day Morning Pre-Conference Workshops

**B Workshop 5**

**THE KEY TO UNDERSTANDING RESEARCH ADMINISTRATION AND CLINICAL TRIALS**

Clinical trials are conducted in a variety of institutional settings, and if your organization is engaged in clinical trials it is likely that you face complex problems, issues and challenges on a regular basis whether you are a research administrator in a central sponsored projects office, in a medical school department, or in a teaching hospital or research institute. This interactive workshop will examine key administrative, contractual, financial, and regulatory issues that arise in the planning, funding and conduct of clinical trials.

**LEARNING OBJECTIVES:**

- Participants will gain an understanding of the nuances involved in developing and managing a clinical trial budget and project expenses.
- Participants will learn how to manage multifaceted issues that often arise in a negotiation of trial agreements.
- Participants will increase their knowledge in the review of key contract terms and their implications and gain confidence in the negotiation process with sponsors.
- Participants will learn about the complexities of managing clinical trials, study billing processes and how it relates to financial compliance.
- Participants will learn how clinical trials are closed-out and how to manage post-close-out institutional obligations and responsibilities.

Lisa Benson*, Director, Research Administration and Sponsored Programs, Connecticut Children’s Medical Center
Patricia Travis, Associate Director Clinical Research, Johns Hopkins University School of Medicine

**B Workshop 6**

**FAR BASICS**

This workshop is an introduction to the Federal Acquisition Regulation, the policies and procedures which govern how the U.S. Federal Government procures goods and services via contracts. This workshop should be useful for those new to research administration, or perhaps new to contracts.

**LEARNING OBJECTIVES:**

- This workshop will focus primarily on the FAR itself but may touch on important agency specifics regulations such as DFARS provisions that commonly impact research administration.

Robin Riglin*, Associate Director, Office of Sponsored Programs, The Pennsylvania State University
Stacey Bucha, Senior Negotiator, Office of Sponsored Programs, Pennsylvania State University

**B Workshop 7**

**POST-AWARD MANAGEMENT: FROM AWARD TO CLOSEOUT AND EVERYTHING IN BETWEEN**

This workshop will feature discussion of the rules, regulations, processes and functions in managing sponsored program awards. Presenters will provide insights from the perspective of the department grant manager as well as from the central post-award office. Discussion will focus on key functions, optimum best practices and potential pitfalls and opportunities throughout the post-award portion of the grant life cycle. Examples of forms, policies and processes will help to guide the discussion.

**LEARNING OBJECTIVES:**

- Participants will leave with a baseline of knowledge of key functions in managing sponsored programs.
- Participants will be provided with fundamental guidance in most aspects of post-award management to ensure a comprehensive overview of basic knowledge in this area.

Julie Cole*, Director of Research Costing Compliance, Duke University
8:15 – 11:45 am ~ Half Day Morning Pre-Conference Workshops

**Workshop 8**

**GRANT WRITING SECRETS EVERY RESEARCH ADMINISTRATOR NEEDS TO KNOW**

Are you new to the world of proposal writing and looking to understand the basics? Are you a practicing grant writer looking to sharpen your skills? Are you a seasoned research administrator exploring ways to add value to the customer service you offer to faculty? In this pre-award workshop, the presenters will share top grant writing secrets that will help increase the overall quality and competitiveness of the proposals you submit. Through a mock proposal review, you will experience the grants process from the sponsor’s point of view, deciding whether or not proposals should be funded. These hands-on and minds-on activities will help you to effectively analyze RFPs, better match institutional needs with sponsor funding priorities, develop persuasive proposals, and avoid common mistakes.

**LEARNING OBJECTIVES:**
- Participants will learn to analyze grant application guidelines.
- Participants will identify sponsor hot buttons.
- Participants will learn to weave persuasive themes throughout proposals.
- Participants will learn to understand the grant review process.
- Participants will learn to identify 3 common grant pitfalls and how to avoid them.

Jeremy Miner*, Director of Grants and Contracts, University of Wisconsin-Eau Claire
Kris Monahan, Director of Sponsored Research and Programs, Providence College

**Workshop 9**

**IRB, IACUC AND COIs: UNDERSTANDING THE BASICS**

Are you new to the world of compliance and looking to understand the basics? This workshop will provide an introduction to the three primary areas of the compliance landscape: Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC), and Conflicts of Interest (COIs). The interactive workshop will include case studies, discussions, and exercises to help understand the regulations governing these three areas.

**LEARNING OBJECTIVES:**
- Participants will be able to identify how the areas intersect with Research administration and the research enterprise.
- Participants will gain an understanding of common research compliance issues.
- Participants will be able to identify project activities that may require a compliance review.

Rosemary Madnick*, Executive Director, Office of Grants and Contracts Administration, University of Alaska Fairbanks
Andrew Gray, Director, Office of Sponsored Programs, University of Alaska Fairbanks

**Workshop 10**

**EFFORT REPORTING – NOT JUST THE BASICS!**

After an update of what has changed with regard to effort compliance with the Uniform Guidance, we will take the concept of effort through the entire life-cycle of an award. We will work through how to handle the situations that, in theory are anomalies, but in reality, happen all too often (cost transfers, retro pay and excluded wage types, K-awards, etc.). We will share various methods in use, or being tested, for complying with the regulations. Come with your questions and leave with some answers, some ideas, and some new questions to ask when you return to your institution!

**LEARNING OBJECTIVES:**
- Participants will learn what has changed and what has not, regarding effort, from A-21 to the Uniform Guidance.
- Participants will learn effort issues throughout the lifecycle of an award.
- Participants will learn varying methodologies to meet the regulations.

PREREQUISITE: Participants should have a familiarity with A-21 & Uniform Guidance and a basic understanding of the concepts of effort and key personnel.

Linda Ward*, Assistant Director, Cost Accounting, University of Maryland, College Park
Patricia Holmes, Research Administrator, Departments of Pathology and Medical Research, University of Maryland, Baltimore
**Workshop 11**

**SUBAWARDS AND SUBRECIPIENT MONITORING – UG BASICS AND A BIT BEYOND**

This intermediate level workshop will focus on practical information needed to plan, write and perform day-to-day management of subawards on financial assistance agreements issued under the Uniform Guidance, including understanding where requirements have changed. Basic familiarity with the definition and concept of subawards will be assumed, but detailed knowledge or experience is not expected. Topics covered will include subaward proposal necessities and best practices, subrecipient risk assessments under the UG, and single audit (A-133) review and handling subrecipients who are not subject to A-133. Subrecipient monitoring baseline requirements and options (and when to consider deploying them), invoice management, life-of-subaward monitoring, and closeout will also be discussed. We will conclude our morning with a review of the most recent Single Audit Compliance Supplement and its possible implications for how we will be audited on our subaward practices, and a look at campus training and institutional policy related to subawards. Nationally available and school-specific tools and templates will be shared.

Participants are asked to bring (1) their institution’s subaward policy (if they have one); and (2) the single subaward practice that their institution has adopted that they are most proud of; and (3) the most perplexing subrecipient issuance or monitoring issue they or one of their institutional colleagues have faced that they believe could reasonably be faced by some other institution. Participants are asked to bring for group discussion (1) their institution’s subaward policy (if they have one); and (2) the single subaward practice that their institution has adopted that they are most proud of; and (3) the most perplexing subrecipient monitoring issue they or one of their institutional colleagues have faced that they believe could reasonably be faced by other institutions as well.

**LEARNING OBJECTIVES:**

- Participants will understand Uniform Guidance subaward and subrecipient monitoring requirements.
- Participants will gain familiarity with current national subaward tools.
- Participants will be able to assess their campus readiness to sustain a subaward audit under the UG.

**PREREQUISITE:** Basic familiarity with the definition and concept of subawards will be assumed, but detailed knowledge or experience is not expected.

**Pamela Webb**, Associate Vice President for Research, University of Minnesota

**Jennifer Barron**, Director, Office of Research Administration, Johns Hopkins University Bloomberg School of Public Health
8:15 – 11:45 am ~ Half Day Morning Pre-Conference Workshops

**Workshop 12**

**A TEAM APPROACH TO DEVELOPING COMPETITIVE GRANT PROPOSALS: THE PRE-AWARD ROLE IN SUPPORTING SUCCESS**

It is common to have a collaborative team approach to developing and writing a competitive proposal. This workshop combines didactic and hands-on activities to explore best practices for proposal development and good grant writing. Participants will team up during the workshop and work together on ideas for possible grant proposals, but you do not need an idea for a project to participate! The focus will be more on the process than the content. Just bring your own brainpower, enthusiasm and experience – and your willingness to join a proposal development team. You will have an interactive opportunity to develop proposal components using good grant writing techniques.

**LEARNING OBJECTIVES:**
- Participants will learn how to develop and evaluate good ideas for proposals.
- Participants will discover how to build an effective team for proposal development.
- Participants will practice creating a proposal development plan.
- Participants will learn some of the techniques of effective proposal writing.
- Participants will work in small teams to develop proposal sections.

**PREREQUISITE:** Participants should have a working knowledge of the grants and proposal process.

Denise Wallen*, Research Officer and Senior Fellow, University of New Mexico

Joseph McNicholas, Director, Office for Research and Sponsored Projects, Loyola Marymount University

**Workshop 13**

**THE ALPHABET SOUP OF NIH TRAINING AND CAREER DEVELOPMENT AWARDS**

Part of the stated mission of the National Institutes of Health (NIH) is to “develop, maintain, and renew scientific human and physical resources that will ensure the Nation’s capability to prevent disease.” Ruth L. Kirschstein National Research Service Awards (Kirschstein-NRSA) training grants and fellowships are awarded to support pre-doctoral and post-doctoral research training to help ensure that a diverse and highly trained workforce is available to carry out the Nation’s biomedical, behavioral and clinical research agendas. Institutional Kirschstein-NRSA (T awards) are awarded to domestic institutions that have the facilities and qualified faculty to provide research training programs in several scientific specialties. Individual Kirschstein-NRSA Fellowships (F awards) are awarded to individuals enrolled in doctoral degree training as well as to promising

> continued on next page

**LEARNING OBJECTIVES:**
- Participants will learn the importance of the specialized information included in an Institutional NRSA proposal and where within their institution such information may be acquired.
- Participants will learn how to assist pre-doctoral and post-doctoral trainees with the preparation of their NRSA fellowship proposals.
- Participants will learn the post-award administrative requirements for NIH, NRSA, and K awards.
- Participants will learn how to discuss the nuances of K awards with faculty.
- Participants will learn the basic appointment and termination functions of the X-Train System.

Glenda Bullock*, Director of Research and Business Administration, Washington University in St. Louis

Brenda Kavanaugh, Associate Director, Office of Research and Project Administration, University of Rochester
THE ALPHABET SOUP OF NIH TRAINING AND CAREER DEVELOPMENT AWARDS (CONTINUED)

post-doctoral individuals with the potential to become productive, independent investigators in scientific health-related research fields. Career Development Awards (K awards) are awarded to provide support and “protected time” for an intensive, supervised career development experience leading to research independence. The successful attainment of any one of these NIH training/career development awards is honorable, and the pre- and post-award administrative responsibilities are unique. This workshop will offer an overview of the administration of NIH training and career development awards from proposal preparation to closeout. We will also discuss the use of X-Train, the online interface where authorized users electronically process the required paperwork associated with Kirchstein-NRSA training grants and Fellowships. This workshop is brought to you by the letters F, K, T and X!

THE DOS AND DON’TS WHEN WORKING WITH FACULTY AND FUNDING ORGANIZATIONS

This workshop will provide a unique opportunity for participants to learn and examine the best practices for supporting investigators and facilitating the research and education mission of their institutions. Practical examples will demonstrate approaches that ensure compliance with new and evolving rules and unfunded mandates governing the proper oversight of sponsored research activities. Successful strategies to help investigators identify, secure and later manage research funding will be presented. Guidance and advice for interacting with funding organization Program and Grants Management representatives will also be provided. Striking a balance between ensuring the proper stewardship of third party research funding while supporting the success of our investigators requires research administrators to go the extra yard; this session will help you succeed in getting there.

LEARNING OBJECTIVES:

- Participants will learn effective communication strategies for faculty, sponsors, and colleagues.
- Participants will learn methods to become an advocate and ally to faculty and avoid being seen as an adversary.
- Participants will learn how to develop a toolbox and working knowledge of best practices for dealing with the many counterparts we engage with as research administrators.

PREREQUISITE: Participants should have a basic knowledge of grants administration, familiarity with major sponsor organizations, and an interest in becoming a more facilitative research administrator.

Anthony Beckman*, Research Administrator, University of Rochester
**8:15 – 11:45 am – Half Day Morning Pre-Conference Workshops**

**Workshop 15**

**OMB UNIFORM GUIDANCE: SAME, SAME – BUT DIFFERENT**

How does the consolidation of the OMB Circulars into government-wide Uniform Guidance affect award administration at colleges and universities? Has the “super-circular” made federal award administration “super-confusing”? In reality, when it comes to administering federal assistance awards, some things have changed, but much has stayed the same. This workshop will outline the Uniform Guidance and how it applies to day-to-day award administration. Designed for the newcomer as well as the seasoned research administrator unfamiliar with the Uniform Guidance, this overview will examine the requirements with an emphasis on the “super-important” basics. Come prepared to learn the ins and outs of administrative rules and how the individual federal agencies have incorporated the Guidance into their own administrative requirements.

**LEARNING OBJECTIVES:**
- Participants will gain an understanding of the OMB Uniform Guidance.
- Participants will learn how the federal agencies have implemented the Uniform Guidance.
- Participants will learn how to apply the Guidance to federal award administration.

**Gunta Liders**, Associate Vice President for Research Administration, University of Rochester

**Workshop 16**

**CONSCIOUS LEADERSHIP: A MANAGEMENT IMPERATIVE**

The volume of activity and change that pulses through our organizations and our days is high. The people in our organization can be the hardest part, or the best part of our jobs, depending on the leadership and communication style we bring into our organizations. Our chosen leadership and communication style can also have a direct correlation to our health and personal well-being. The new management imperative, Conscious Leadership, is the most efficient way for an organization to improve, create sustainable success and contribute to the well-being of the team. Conscious leaders are shifting from unconscious attitudes, behaviors and reactions to conscious attitudes, behaviors and reactions. We can break old patterns and build new ones. Join us for this half day workshop to learn techniques and practices that will support you in making the shift to a new way of leading and living.

**LEARNING OBJECTIVES:**
- Participants will learn learn practices and techniques that can be employed to improve the productivity, sustainability and well-being of ourselves and our staff.
- The workshop will include hands on activities and simulations on:
  - giving and receiving feedback
  - listening practices
  - difficult conversations
  - creating more productive and efficient meetings.
- The workshop will also include an introduction to meditation to bring us to a more responsive, less reactive style.

**Tara E. Bishop**, Associate Executive Director, National Council of University Research Administrators
8:15 – 11:45 am – Half Day Morning Pre-Conference Workshops

**Workshop 17**

**REDEFINING LEARNING AND DEVELOPMENT OF RESEARCH ADMINISTRATORS**

This workshop will offer an interactive, step by step “how-to” on changing the learning and development of research administrators from central, departmental, and medical perspectives. Tools will be provided for developing solutions that fit your organization.

**LEARNING OBJECTIVES:**
- Participants will learn key points to examining the dynamics and needs of your organization.
- Participants will learn steps for establishing pathways for professional growth.
- Participants will be provided with considerations for evaluating the effectiveness of learning solutions.

*Candice Ferguson*, Manager, Research Education and Communications, Georgia Institute of Technology
*Kayron Gilstrap*, Business Manager II, Georgia State University
*Laurianne Torres*, Director, Research Administration, Duke University

**Workshop 18**

**PUIs AND THE UNIFORM GUIDANCE: WHERE ARE WE?**

By the time AM57 arrives, the new Uniform Guidance (UG) will have been in effect for nearly eight months. Although we have smaller infrastructures and numbers of awards at PUIs, we are still required to have policies, procedures, and sufficient internal controls to comply with the UG. The purpose of this workshop is to help attendees evaluate their implementation of the UG and assess and address their potential areas of risk.

**LEARNING OBJECTIVES:**
- Participants will learn practical solutions for implementing effective internal controls in a small institution.
- Participants will learn about partnering with other offices on campus to comply with the UG.
- Participants will learn how to assess overall implementation of the Uniform Guidance at their institution.
- Participants will also spend some time discussing the specific additions and exceptions of those federal agencies with whom PUIs most often work, including the Department of Education, the National Science Foundation, and the Department of Health and Human Services.

*Katie Plum*, Director of Sponsored Projects, Angelo State University
**Pre-Conference Workshops**

Sunday | August 2, 2015

**8:15 – 11:45 am – Half Day Morning Pre-Conference Workshops**

**Senior Forum 19**

**Structuring Your Office for Success**

The functions performed by a research administration office, broadly defined, are essentially the same the world over. As research administrators, we assist our faculty in finding new sources of funding, we ensure our institutional standards remain intact as our researchers submit new requests for funding, and we negotiate and manage awards through their lifecycle, among many other activities. What is different across institutions is how we structurally and organizationally manage our offices. This workshop will focus on several organizational structures, how these structures work, and the impact of the various structures on operational best practices. Specifically, we will address the benefits, efficiencies, and challenges of the traditional Pre-Award and Post-Award structures along with associated work allocation models, plus look at other functions that have been more clearly defined in recent years, i.e., Research Development and Information Technology functions. We will examine why one structure may work at one institution, but not at another.

**Learning Objectives:**
- Participants will gain an understanding of the various operational structures and how these structures impact best practices.
- Participants will address how physical space, institutional culture, size of operation staff, and/or needs of your institutional researchers influence operational structures.
- Participants will investigate how technology and support services can impact an office structure.
- Participants will share why it is important to review and (possibly) revise your operational structure from time to time.

**Prerequisite:** Participants should be prepared to share your organizational structures as well as your organizational challenges.

David Richardson*, Associate Vice Chancellor for Research and Director of Sponsored Programs, University of Illinois at Urbana-Champaign

Dan Nordquist, Assistant Vice President/Director, Office of Grant and Research Development, Washington State University

Patricia Hawk, Director, Sponsored Programs, Oregon State University

**Senior Forum 20**

**Metrics: You Want What by When? Grant Success Rates, Research Performance Metrics, Forecasting**

This forum will provide senior research administrators and data managers an opportunity to discuss institutional approaches to metrics and reporting. Among topics discussed will be monitoring grant success rates, forecasting research expenditures, metrics used for proficiency of pre-award operations, use of research performance metrics tools/visualization packages and staffing for data requests. Demos will be provided by representatives from a public and private university. Attendees will be contacted prior to the meeting and will be asked whether they wish to demonstrate any helpful reports, metrics or tools. We hope you will join us for what will be an insightful and interactive forum!

**Learning Objectives:** Participants will learn how other institutions are developing and using reporting tools and metrics and discuss the pros and cons of various methods of institutional reporting and metrics.

**Prerequisite:** This forum is intended for senior level research administrators in managerial positions.

Govind Narasimhan*, Director of Research Finance, University of Texas M.D. Anderson Cancer Center

Catherine Breen, Senior Director, Office for Sponsored Programs, Harvard University

---

*Lead presenter*
**Workshop 22**

**POLICIES: HOW TO DEVELOP AND COMMUNICATE**

This workshop provides a foundational understanding of the key components of policy development and management. Developing effective policies that can be clearly understood and followed, that address the needs of the many, and that ensure compliance, can be quite challenging. This workshop takes attendees through the full process of developing relevant policies, rolling out policies to research communities, and provides strategies for monitoring policies to ensure continued applicability and compliance. Policies are not procedures. Poorly written policies can create negative and unnecessary consequences in an audit. It is critical that those involved in policy development understand the importance of this process.

**LEARNING OBJECTIVES:**
- Participants will have an understanding of how to develop an effective policy that meets the needs of the organization.
- Participants will be able to evaluate existing policies to determine if they effectively meet the needs of the organization and if they create an unnecessary risk.
- Participants will have strategies on how to involve others in the policy development process and how to effectively communicate policies through an organization.

**PREREQUISITE:** Participants should have an advanced level of general and pre- and/or post-award management experience.

**Kerry Peluso**, Associate Vice President for Research Administration, Emory University

**James Casey, Jr., President-elect, NRLD, State Bar of Wisconsin**
1:00 – 4:30 pm ~ Half Day Afternoon Pre-Conference Workshops

**Workshop 23**

**EXPORT CONTROL BASICS: UNDERSTANDING THE REGULATIONS IN A UNIVERSITY SETTING**

This workshop is an introduction to the basic concepts associated with the export control regulations and the impact of the regulations on the university community. The participants will learn basic export control terminology, know what regulations and sanctions are involved, and understand how to better identify and manage potential export control risks on their campus. Actual real-world examples, best practices, and resources will be provided to cover the export control review of proposals and awards, the ramifications of hiring non-U.S. employees/students to work on certain research projects, working with foreign collaborators, measures needed to protect export controlled projects, and the implications of travel or research outside the U.S.

**LEARNING OBJECTIVES:**
- Participants will comprehend the common regulatory terms and concepts pertaining to the export control regulations.
- Participants will be able to identify “red flags” that may indicate the need for additional export assessment of a particular grant, contract, or proposed activity.
- Participants will better understand the impact the export control regulations have on the university community and research, including the hiring of non-U.S. persons to work on certain projects.
- Participants will know how certain project data, information, equipment, and software can be protected while research is being conducted on-campus.
- Participants will understand the export control implications of travel and research outside the U.S.

**Kay Ellis**, *Director, University Export Control Program, University of Arizona*

**Michael Miller**, *Assistant Director, Export Compliance, University of Central Florida*

**Shannon Woodman**, *Export Compliance Analyst, University of Arizona*

**Workshop 24**

**STEPS AND STRATEGIES FOR DEVELOPING GRANT PROPOSALS**

The purpose of this workshop is to equip participants with the specific knowledge and skills needed to successfully obtain external funding for research and program grants. The session will address strategies for preparing a more competitive proposal. Key components of the workshop include identifying optimal funding sources, reviewing the solicitation guidelines, developing a proposal outline, analyzing the key issues and strategies used when coordinating with a proposal team, tips for writing key sections of a proposal narrative, determining costs and special considerations for budget development, typical process and procedures in submitting a proposal, and special considerations based on proposal review process. Participants will have an opportunity to practice new skills, analyze writing samples and interact with workshop facilitators to discuss specific concerns and issues related to project and proposal development.

**LEARNING OBJECTIVES:** At the completion of the workshop, participants will be able to:
- Use appropriate resources to identify potential funding sponsors.
- Analyze potential funding sponsors to select top funding candidates.
- Review and respond to a sponsor’s grant solicitation.
- Prepare a competitive research proposal.
- Collaborate with other researchers and institutions.
- Develop a research budget.
- Consider feasible performance and evaluation measures.

**Jo Ann Smith**, *Director of the Master of Research Administration, University of Central Florida*

**Joshua Roney**, *Research Development Coordinator, University of Central Florida*
Workshop 26

COST SHARING: PRE-AWARD TO POST-AWARD

Cost sharing represents an administratively complex and high-risk business objective. This workshop will explore the many elements of cost sharing, ranging from the pre-award, often strategic decision to engage in cost sharing, to different methods to handle the post-award management of cost sharing, offering the participant a lifecycle view of the topic. There will be a discussion covering more basic concepts such as what constitutes cost sharing at the proposal stage and federal policies and guidelines related to cost sharing. Additionally, this workshop will examine more complicated concepts, including the impacts of cost sharing on an institution, the functional areas cost sharing touches outside of sponsored research (e.g., finance and budget), and the weighing of strategic interests against traditional compliance when entering into a cost share agreement. The workshop will also explore challenges and approaches related to tracking and funding of cost share commitments and effectively using enterprise management systems to help where possible, including a case study examining an institutional change in post-award cost sharing tracking (including evaluation, design, and implementation). The session will include activities designed to engage and provide participants with tools to bring back to their own institutions.

LEARNING OBJECTIVES:
- Participants will gain an understanding of the different considerations that are taken into account when deciding to cost share and the reasoning behind the decision to engage in voluntary cost sharing.
- Participants will understand the various impacts cost sharing has on an institution, including the compliance, administrative, financial, investigator, and F&A rate impacts.
- Participants will engage in interactive activities exploring case studies and leave with tools for approaching cost sharing at their own institutions.
- Participants will be presented with various approaches to tracking and managing cost share commitments at the post-award stage.

Kelly Morrison*, Associate Director, Office for Sponsored Research, Northwestern University
Elizabeth Adams, Executive Director, Office for Sponsored Research, Northwestern University

Workshop 25

BOOT CAMP ON THE BASICS OF CONTRACT DRAFTING AND NEGOTIATIONS

Are you new to contract drafting and negotiations? Would you like to learn about the best ways to manage these activities, and about the various contract and grant mechanisms, and the significance each plays in academic research, training and service? This hands-on and interactive workshop will use the example of a corporate research agreement to examine the anatomy of a contract and to demonstrate why we can (or can’t) accept certain provisions. Through this basic step-by-step review of all the elements of a contract and related case studies, participants will have an opportunity to learn how to identify what is and what is not acceptable language, and how to rectify and redraft language to the satisfaction of both parties.

LEARNING OBJECTIVES:
- Participants will learn about the various contract and grant mechanisms and how and when to use them.
- Participants will learn about the drafting of an agreement that meets the needs of both parties.
- Participants will learn how to identify the good, the bad, and the ugly language in any type of agreement.

Marjorie Forster*, Assistant Vice President for Research and Global Health Initiatives, University of Maryland, Baltimore
Janet Simons, Director, Research Policy, University of Maryland, Baltimore

* Lead presenter
1:00 – 4:30 pm ~ Half Day Afternoon Pre-Conference Workshops

**Workshop 27**

**NUMBERS TELL THE STORY: DEVELOPMENT AND MANAGEMENT OF BUDGETS FOR SPONSORED PROGRAMS**

Budget is one of the most essential components of any sponsored project. It is a financial expression of the statement of work. The ability to build a budget that directly ties to the work being performed will enhance the chances of being funded. The skill of building a budget that would allow for modification flexibility is equally important. Monitoring and managing the budget during the life cycle of the award is paramount to the success of the project and adherence to sponsor’s guidelines and regulations. This workshop will help to review the skills that we need during various phases of any project life cycle from inception to completion. We will discuss the ways to counteract imperfections of the individual accounting systems using “user friendly” templates created in Excel. We will explore the techniques of “reading” and interpreting the proposed and actual budgets and seeing the progress of a project through numbers, analyze real life situation and discuss solutions.

**LEARNING OBJECTIVES:**
- Participants will develop further understanding of the concepts and strategies relating to budgeting.
- Participants will learn to recognize the importance of relationship-building associated with budget lifecycle.
- Participants will review the challenges associated with a budget and the risks and consequences involved.
- Participants will explore options available for dealing with budgeting throughout the lifecycle of a project.

**PREREQUISITE:** Participants should have previous budgeting experience and bring a laptop armed with Excel.

**Shella Batelman**, Senior Grant Administrator, Suffolk University  
**Robert Stemple**, Director, Research Management & Finance, GeneSys Research Institute  
**Patricia McNulty**, Principal Consultant, Concurrent Research

---

**Workshop 28**

**TRENDS AND PATTERNS IN FEDERAL AUDITS AND ENFORCEMENT ACTIONS IN RESEARCH: ANTICIPATING THE FUTURE BY LEARNING FROM THE PAST**

Join us for an exhilarating and humorous journey through time as we examine the lessons to be learned from select audits and enforcement actions from the past twenty years. With the emphasis on internal controls under the Uniform Guidance, this session can help participants prioritize the areas of focus and investment by reviewing common findings and best practices. We will review some of the more significant federal actions under the False Claims Act, the OIG Work Plans as well as recent NIH and NSF Audits.

**LEARNING OBJECTIVES:**
- Participants will gain an appreciation and understanding of the “red flags” that are the causes of federal enforcement activity.
- Participants will develop a knowledge base of past examples that can better prepare you for the future.

**PREREQUISITE:** Participants should have familiarity with the common acronyms used in the day-to-day management of federal grants and a sense of humor.

**Jeff Seo**, Director of Research Compliance, Harvard Medical School
Workshop 29
INTELLECTUAL PROPERTY (IP) CONSIDERATIONS FOR THE PRE-AWARD OFFICE
As the competition for federal and state funding increases, universities are seeking to enhance their interactions with industry to secure a new source of sponsored funding. They endeavor to serve as the R&D arm of existing companies or as the source of new technology for the industries of tomorrow. Industry university relationships often look great on paper and have the potential to benefit both parties in areas beyond sponsored research. In reality, the differing expectations of both parties puts the research administrators in a difficult situation; they are expected to close the deal while negotiating agreements that complying with state and federal regulation that govern not-for-profit entities that grant IP rights and the industry partner expects to maintain complete control of any IP developed through their sponsorship. These two positions appear to be in direct conflict. This workshop focuses on the many challenges facing research administrator who manages intellectual property, negotiates private industrial research agreements, and State and Federal awards.

LEARNING OBJECTIVES:
- Participants will learn about intellectual property, copyrights, inventions, trademarks and plant varieties.
- Participants will learn research contract negotiating strategies for managing industry IP expectations.
- Participants will hear about the obstacles to colleges and universities prospectively granting intellectual property rights to inventions resulting from sponsored research.

PREREQUISITE: This workshop is intended for senior level research administrators.

Gregory Slack*, Director of Research & Technology Transfer, Clarkson University
George McGuire, Bond, Schoeneck & King
Charles Bartunek, Senior Contracts Associate, Bloomberg School of Public Health, Johns Hopkins University

Workshop 30
SERVICE CENTERS, COMPLIANCE, AND ALL THAT JAZZ – FINANCIAL MANAGEMENT OF A SERVICE CENTER
University faculty and staff utilize a variety of goods or services to perform their activities. When these goods or services are provided within the university on a recurring basis, these units function as nonprofit businesses and are called recharge or service centers. The cost of providing goods and services are allocated to users, including federally sponsored awards, by establishing billing rates which are applied to the actual usage of services. The rate is designed to recover costs from those users who benefit from the goods or services offered. The complexities of setting up and running a service center, or recharge center, continue to be a challenge for research universities. This workshop will look at considerations when setting up and operating a service center. The workshop will look in-depth at the rate development including components of the budget, the rate base and service center audits. The workshop will incorporate a case study and exercises.

LEARNING OBJECTIVES:
- Participants will learn the characteristics of a service center.
- Participants will learn what to budget in the billing rate.
- Participants will learn the different rate bases that can be used to calculate the rate.
- Participants will learn what the audit findings on service centers have been and the risks your institution should manage.

PREREQUISITE: The participant should have basic knowledge of financial research administration such as direct, indirect, and unallowable costs.

Jennifer W. Mitchell*, Director of Cost Studies and Effort Reporting, Northwestern University
Jim Carter, Managing Director, Huron Consulting Group
UNIFORM GUIDANCE – IT’S HERE, IT’S NOW

To deliver on the promise of a 21st-Century government that is more efficient, effective and transparent, the Office of Management and Budget (OMB) has streamlined the Federal government’s guidance on Administrative Requirements, Cost Principles, and Audit Requirements for Federal awards. This streamlining initiative is called the Uniform Guidance and was released on December 26, 2013. In December of 2014, the joint interim final rule was released, implementing for all Federal award-making agencies the Uniform Guidance. This rule is necessary in order to incorporate into regulation and thus bring into effect the Uniform Guidance as required by OMB. The release of the Uniform Guidance and agency implementations impacts existing institutional policies, federal sponsor guidelines, and the terms and conditions expressed in federal awards. This workshop is designed to provide attendees important information on the changes incorporated in the Uniform Guidance, how these changes impact research administration policies and procedures, and familiarize them with the Uniform Guidance and agency implementations.

LEARNING OBJECTIVES:
- Participants will be provided with an overview of the Uniform Guidance.
- Participants will be provided with a hands-on walk through approach to understanding the structure of the Uniform Guidance.
- Participants will review agency implementations and impacts.
- Participants will highlight and discuss the major impacts on the recipient community.
- Participants will share recipient implementation strategies.
- Participants will explore real life case scenarios related to the Uniform Guidance.
- Participants will exchange implementation tools and training materials.

Denise Clark*, Associate Vice President for Administration and Chief of Staff, Division of Research, University of Maryland, College Park
Timothy Reuter, Director, Post-Award, Office of Sponsored Research, Stanford University
Ann Holmes, Assistant Dean, College of Behavioral and Social Sciences, University of Maryland, College Park

WORKING WITH INTERNATIONAL INSTITUTIONS

Sometimes it feels like two different forces are pulling us apart on the question of international agreements. Most universities have offices dedicated to promoting international research collaborations. At the same time, most of us have offices warning us about export control violations, foreign travel restrictions, and the contractual challenges associated with non-standard agreements. Our job is to navigate the middle ground, identifying intelligent and responsible ways to pursue meaningful and rewarding relationships with foreign partners.

LEARNING OBJECTIVES: Participants will examine challenges associated with the following:
- Legal issues (export controls and sanction programs, adhering to local regulations, FCPA).
- Reputational issues (inadequate controls on human subjects research, political obstacles).
- Payment issues (exchange rates, taxes, unusual billing practices, risk of non-payment).
- Travel issues (physical safety and insurance, data security).
- Other contractual issues (language issues, publication rights, IP rights, and liability issues as they pertain to international agreements).
- Unique challenges associated with working with certain regions of the world (China, Europe, and the Middle East). Foreign subcontracts present additional risks, including problems associated with assessing financial risk, monitoring performance, and imposing U.S. regulatory requirements in foreign jurisdictions.

John Hanold*, Associate Vice President for Research and Director, Office of Sponsored Programs, The Pennsylvania State University
Workshop 34

EFFECTIVE PRESENTATIONS – NCURA STYLE

This workshop will offer tools to develop engaging, content-rich, audience-specific presentations that thankful attendees will applaud. Really! During the course of the year, NCURA members volunteer to be moderators, panelists, trainers, workshop faculty, and discussion leaders at regional and national meetings. Such opportunities allow members to share their knowledge and viewpoints as content experts. Yet the talents required to be successful research administrators often do not include presentation techniques. As a result, developing presentation and communication skills becomes a necessity. NCURA members typically design and present with one or two (or more) colleagues. Collaboration is essential, and such partnerships can be challenging, particularly if the presenters are not from the same institution – let alone the same time zone – and have never before worked together. This “how-to” workshop will:

- Help participants think about designing and delivering effective presentations to adults.
- Discuss the various types of NCURA presentations.
- Clarify the varying roles and duties involved.

LEARNING OBJECTIVES:

Participants will learn presentation and training techniques tailored to adult learning and tidbits for presenting in various NCURA venues.

Judy Fredenberg*, Director, Research and Sponsored Programs, University of Montana
Craig Reynolds, Associate Director, Office of Research and Sponsored Projects, University of Michigan-Ann Arbor
Diane Barrett, Senior Research Administration Consultant, rSmart
LEARNING OBJECTIVES: Senior level forum participants will gain a more thorough understanding of the Federal F&A review process and the complex issues raised in the negotiation of F&A rates and be better prepared to manage F&A reviews and negotiations with Federal representatives.

PREREQUISITE: Senior level forum participants should have experience with, or at least a working knowledge of, long-form university F&A rate proposals.

Cynthia Hope*, Assistant Vice President for Research and Director, Office for Sponsored Programs, The University of Alabama
Gary Talesnik, Special Consultant, Attain, LLC

LEARNING OBJECTIVES:
- Participants will gain an understanding of useful data collected in research administration.
- Participants will learn new approaches to the application of data in improving the performance levels of research administrators.
- Participants will look at a system for distributing workload and evaluating the performance of research administrators.
- Participants will leave with a shared understanding of performance measures used by the universities participating in the workshop.

PREREQUISITE: This forum is intended for senior level administrators.

Kim Moreland*, Associate Vice Chancellor for Research & Sponsored Programs, University of Wisconsin Madison
Jim Luther, Associate Vice President, Finance & Compliance Office, Duke University
8:30 – 10:00 am

LETS TALK – SERIOUS ISSUES FOR SENIOR ADMINISTRATORS

Kim Moreland*, Associate Vice Chancellor for Research & Sponsored Programs, University of Wisconsin-Madison
Jim Luther, Associate Vice President, Finance & Compliance Office, Duke University

POST-CONFERENCE WORKSHOP
Thursday | August 6, 2015

8:30 am – 4:30 pm ~ Full Day Post-Conference Workshops

**Workshop 37**
A DAY WITH NIH
Wear your favorite tropical shirt (it is summer time!), put on your comfy sandals or loafers, and join NIH experts for a day of smooth sailing through the latest NIH grants process, programs and policies. You may not think of trying to understand the application forms, working in the eRA Commons or navigating the NIH websites as “fun,” but don’t let that stop you from participating in NCURA’s, “A Day with NIH.” NIH Program, Review, and Grants Management officials are offering a laid back day, filled with informative and interactive presentations, guidance, and an array of future NIH contacts for critical points in the grants process!

LEARNING OBJECTIVES:
- Participants will gain a better understanding of policies and procedures affecting the NIH grants process from application to post-award.
- Participants will have the opportunity for personal interaction with NIH staff and be able to obtain insight and suggestions for managing research grants in an increasingly complex environment.

Cynthia Dwyer*, Communications Specialist & Outreach Coordinator, Office of Extramural Research, National Institutes of Health (NIH)
Saturday ~ August 1, 2015

4:00 – 7:00 pm
REGISTRATION
WELCOME LOUNGE

Sunday ~ August 2, 2015

7:30 am – 5:00 pm
REGISTRATION

8:15 am – 4:30 pm
WORKSHOPS (Additional Fee Required)

11:45 am – 1:00 pm
WORKSHOP LUNCHEON FOR FULL DAY SESSION PARTICIPANTS, FACULTY AND EVALUATORS

1:00 – 5:00 pm
NCURA MARKETPLACE

6:15 – 7:00 pm
RECEPTION

7:00 pm
SUNDAY BANQUET AND ENTERTAINMENT BY JAKE JOHANSEN
A self-confessed raconteur of weird stories, it’s no wonder that Jake is one of David Letterman’s favorite comics. With forty-four Letterman appearances under his belt (not to mention a handful of Late Night with Conan O’Brien, The Tonight Show with Jay Leno, and Politically Incorrect gigs) Jake is no stranger to late night television. His late night appearances gave Jake the exposure he needed to land his very own HBO comedy special, This’ll Take About An Hour. Jake received incredible reviews, strong ratings, and a Cable Ace Award nomination for Best Writing in an Entertainment Special. People Magazine rated the special as one of the “ten best television shows of the year,” and TV Guide named it one of the “50 Funniest Moments of TV.” Jake’s bizarre take on life and his uniquely intelligent style have made him a regular at comedy clubs all over the country!

9:00 pm
REGIONAL HOSPITALITY SUITES OPEN
KEYNOTE ADDRESS featuring Chuck Todd, NBC News Political Director and Host of Meet the Press

Fifty years from now, one journalist will be the voice and face of our political era – and that journalist is Chuck Todd. A self-described political junkie, he has earned a reputation as one of the most passionate journalists and sharpest analysts in American media. He is NBC News’ political director and the moderator and managing editor of Meet the Press, the flagship Sunday morning public affairs program and the longest-running broadcast in television history. Upon his appointment to MTP, influencers and competitors praised him as “a tireless reporter” with “an encyclopedic knowledge of politics” and the ability to “break down barriers and get people off of their talking points.” With what Washingtonian calls a “savant-like knowledge of politics,” he has become a fixture in the White House press room, a steady and constant presence on television, and a tireless voice on the campaign trail. His up-to-the-minute poll analysis and insightful commentary have made him one of the most sought-after voices in American political coverage.

Prior to Meet the Press, Todd served as NBC News chief White House correspondent (2008-2014) as well as the host of MSNBC’s The Daily Rundown (2010-2014). He has held the role of political director since 2007, leading all aspects of the news division’s political coverage and analysis. He is also the editor of First Read, NBC’s must-read guide to political news and trends in and around Washington, DC. Chuck Todd has the unique ability to deliver an all-consuming passion for politics with razor-sharp analysis. As the political news of today becomes tomorrow’s American history, he offers a comprehensive picture of the current political landscape and serves as the voice of America in the early 21st century.

10:00 am – 5:00 pm
NCURA MARKETPLACE
10:00 – 10:30 am | Networking and Refreshment Break

10:30 am – Noon | Spark Sessions

15 – 20 minute, high energy, high deliverable offerings that will get right to the “good stuff.”

10:30 – 10:50 am
WHAT TO DO WHEN RECEIVING A PI WITH AN ERC GRANT?
Bruno Woeran*, Special Advisor, EU Research Programmes Manager, Lappeenranta University of Technology

11:00 – 11:20 am
RESEARCH FORESIGHTING: WHAT SHOULD SUCCESSFUL RESEARCH AND TECHNOLOGY FUNDING PROGRAMS LOOK LIKE?
Luca Polizzi*, Award Specialist, King Abdullah University of Science and Technology

10:30 am – Noon | Concurrent Sessions

Career Skills/Professional Development

MASTER’S RESEARCH ADMINISTRATION PROGRAMS
Thomas Wilson*, Assistant Vice President/Senior Research Administration, Rush University Medical Center
Marianne Woods, Academic Program Director, Master of Science in Research Administration, Johns Hopkins University
Jo Ann Smith, Director of the Master of Research Administration, University of Central Florida

Clinical Research/Clinical Trials

BUDGETING FOR CLINICAL TRIALS THAT WORKS
Heather Offhaus*, Director, Medical School Grant Review & Analysis, University of Michigan-Ann Arbor

Clinical Research/Clinical Trials

BUILDING AN EFFECTIVE CLINICAL RESEARCH PROGRAM
Jamie Caldwell*, Associate Vice Chancellor for Research Administration, University of Kansas Medical Center

Compliance

PARTNERS IN RESEARCH COMPLIANCE: FOSTERING COOPERATION AND RESULTS WITH INTERNAL AUDIT
Andrea Ward Ross*, Assistant Executive Dean for Research, Ohio State University
Kevin Patton, Director, Ohio State University
Karla Gengler-Nowak, Director, College of Medicine, Ohio State University
Aimee Nielsen-Link, Director, Health Sciences Office, Ohio State University

Departmental

FINANCIAL MANAGEMENT FOR DRA}s
Sinnamon Tierney*, Assistant Director of Departmental Research Administration, Portland State University
Csilla Csaplar, Department Manager, Geophysics, Stanford University
Federal

NSF UPDATE

Jean Feldman*, Head, Policy Office of Budget, Finance & Award Management, National Science Foundation

Post-Award

CAN I CHARGE THAT?

Glenda Bullock*, Director of Research and Business Administration, Washington University in St. Louis
Margaret Austin, Associate Director, Center for Policy Research, Syracuse University
Jason Wagoner, Director of Research and Sponsored Programs, Illinois State University

Pre-Award

BUILDING ON YOUR STRENGTHS: ASSESSING INVESTIGATOR NEEDS TO INCREASE RESEARCH PRODUCTIVITY AND FUNDING SUCCESS

Laurianne Torres*, Director, Research Administration, Duke University

Predominantly Undergraduate Institution (PUI)

UNIFORM GUIDANCE: A RETROSPECTIVE

Joseph Tomaras*, Associate Director, Office for External Grants, Bates College

Career Skills/Professional Development

LEARN ABOUT THE NEW NCURA RESEARCH PROGRAM AND UPCOMING RFP

Denise Wallen*, Research Officer and Senior Fellow, University of New Mexico
Denise Moody, Director of Research Compliance, Harvard University
Robert Andresen, Director of Research Financial Services, Associate Director, Research and Sponsored Programs, University of Wisconsin Madison
Dennis Paffrath, Assistant Vice President for Sponsored Programs Administration, University of Maryland, Baltimore

Clinical Research/Clinical Trials

CREATION, IMPLEMENTATION AND MANAGEMENT OF A CLINICAL TRIAL

Randi Wasik*, Research Administrative Director, Duke University
Denise Snyder, Associate Dean for Clinical Research, Office of Clinical Research (DOCR), Duke University, School of Medicine
<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Presenter(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:30 am – Noon</td>
<td><strong>Discussion Groups (continued)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Compliance</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>MANAGING FRAUD WITH PROCUREMENT CARDS</strong></td>
<td>Patricia McDade*, Project Coordinator, Senior Grant Manager, Health Sciences Center, West Virginia University Kristin Summers, Accountant, West Virginia University</td>
<td></td>
</tr>
<tr>
<td><strong>International</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>CUBA: RESEARCH COLLABORATION AFTER NORMALIZATION AND THE EUROPEAN EXPERIENCE</strong></td>
<td>Elizabeth Peloso*, Associate Vice Provost/Associate Vice President, Research Services, University of Pennsylvania</td>
<td></td>
</tr>
<tr>
<td><strong>Post-Award</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TRANSITIONS: FROM EFFORT REPORTING TO PAYROLL CERTIFICATION</strong></td>
<td>Bruce Morgan*, Assistant Vice Chancellor for Research Administration, University of California-Irvine Kimberly Ginn, Principal, Baker Tilly Virchow Krause, LLP</td>
<td></td>
</tr>
<tr>
<td><strong>Pre-Award</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>WHAT IS IT? WHO PROCESSES IT? DETERMINING RESEARCH VS. GIFT VS. SERVICE</strong></td>
<td>David Schmidt*, Assistant Vice President for Research and Economic Development, University of North Dakota Brian Korblick, Manager, Huron Consulting Group</td>
<td></td>
</tr>
<tr>
<td><strong>Predominantly Undergraduate Institution (PUI)</strong></td>
<td>Stacy Riseman*, Director of Sponsored Research, College of the Holy Cross Jeremy Miner, Director of Grants and Contracts, University of Wisconsin-Eau Claire</td>
<td></td>
</tr>
<tr>
<td><strong>Predominantly Undergraduate Institution (PUI)</strong></td>
<td>Sheila Batelman*, Senior Grant Administrator, Suffolk University Anne Pascucci, Director, Sponsored Programs, Christopher Newport University</td>
<td></td>
</tr>
<tr>
<td><strong>10:30 am – Noon</strong></td>
<td><strong>Discussion Group for Senior Level Administrators</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Departmental</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>CHALLENGES AND OPPORTUNITIES FACING EMERGING OFFICES OF STRATEGIC RESEARCH INITIATIVES</strong></td>
<td>Mary Beth Curtin*, Assistant Vice President for Research, State University of New York at Binghamton Kevin Dressler, Associate Director of Strategic Initiatives and Proposal Development, The Pennsylvania State University</td>
<td></td>
</tr>
</tbody>
</table>
Many attendees are often tasked by their managers, researchers, and colleagues with finding an answer to burning question at their institution. With the Office Hours sessions, we are creating an opportunity to obtain answers to those questions by subject matter experts in a one-on-one setting. The expert will be able to share their thoughts and advice directly with the individual. For attendees, this is a great opportunity to learn, ask questions, and meet some of NCURA’s esteemed members.

**UNIFORM GUIDANCE**

**Kim Moreland**, Associate Vice Chancellor for Research & Sponsored Programs, University of Wisconsin Madison

**Sara Bible**, Associate Vice Provost for Research, Stanford University

**Noon – 1:30 pm**

Luncheon and Presentation of Distinguished Service Award Recipients and Joseph Carrabino Award

**1:30 – 2:45 pm | Spark Session**

15 – 20 minute, high energy, high deliverable offerings that will get right to the “good stuff.”

**1:30 – 1:50 pm**

SUBMITTING ARTICLES TO THE RMR

**Jo Ann Smith**, Director of the Master of Research Administration, University of Central Florida

**2:00 – 2:20 pm**

MANAGING SUBAWARDS IN THE POST-UNIFORM GUIDANCE ERA

**Joanne Palmer**, OSP Contracts Manager, Office of Sponsored Programs, Texas State University

**1:30 – 2:45 pm | Concurrent Sessions**

**Career Skills/Professional Development**

**HOW MAY WE SERVE YOU? CHANGING THE FOCUS FROM SERVICE TO PROFESSION**

**Shella Batelman**, Senior Grant Administrator, Suffolk University

**Samantha Westcott**, Manager, Sponsored Projects Team, Children’s Hospital Los Angeles

**Anne Pascucci**, Director, Sponsored Programs, Christopher Newport University

**Career Skills/Professional Development**

**MANAGING UP, DOWN AND ACROSS**

**Susan Sedwick**, Consultant, Attain, LLC

**Richard Seligman**, Associate Vice President for Research Administration, California Institute of Technology

**Clinical Research/Clinical Trials**

**MAXIMIZING TECHNOLOGY TO SUPPORT RESEARCH**

**Sorena Nadaf**, Associate Director, Translational Informatics, and Chief Informatics Officer, Helen Diller Family Comprehensive Cancer Center, University of California, San Francisco
<table>
<thead>
<tr>
<th>1:30 – 2:45 pm</th>
<th>Concurrent Sessions (continued)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Compliance</strong></td>
<td>FOSTERING A COMPLIANCE MINDSET</td>
</tr>
<tr>
<td>Matt Richter*, Compliance Manager, University of Wisconsin-Milwaukee</td>
<td></td>
</tr>
<tr>
<td>David Ngo, Assistant Vice President, Sponsored Programs Administration, Office of Sponsored Programs, University of Texas Southwestern Medical Center at Dallas</td>
<td></td>
</tr>
<tr>
<td><strong>Departmental</strong></td>
<td>DEPARTMENTAL ADMINISTRATION BOOT CAMP</td>
</tr>
<tr>
<td>Randi Wasik*, Research Administrative Director, Duke University</td>
<td></td>
</tr>
<tr>
<td><strong>Federal</strong></td>
<td>U.S. DEPARTMENT OF EDUCATION PROPOSALS: PREPARING FOR THE NEW NORMAL</td>
</tr>
<tr>
<td>Michael Preuss*, Grants Consultant, Hanover Research</td>
<td></td>
</tr>
<tr>
<td>Paul Tuttle, Managing Grants Consultant, Hanover Research</td>
<td></td>
</tr>
<tr>
<td><strong>International</strong></td>
<td>TRANSLATING U.S. FEDERAL GRANT TERMINOLOGY, TERMS, AND CONDITIONS INTO HORIZON 2020 GRANT LANGUAGE</td>
</tr>
<tr>
<td>Bettina Uhrig*, Senior Advisor Internationalisation, Oslo and Akershus University College of Applied Sciences - Norwegian Social Research Institute</td>
<td></td>
</tr>
<tr>
<td>Vivian Holmes, Director, Sponsored Research Operations, Broad Institute of MIT and Harvard</td>
<td></td>
</tr>
<tr>
<td><strong>Post-Award</strong></td>
<td>“GARBAGE IN—GARBAGE OUT”: NAVIGATING THROUGH BAD DATA TO PERFORM COMMON GRANT ACCOUNTING TASKS</td>
</tr>
<tr>
<td>Martin Smith*, Manager, Higher Education and Academic Medical Centers, Attain, LLC</td>
<td></td>
</tr>
<tr>
<td><strong>Pre-Award</strong></td>
<td>LARGE PROPOSAL DEVELOPMENT - A MULTI-INSTITUTIONAL REVIEW OF INDUSTRY TRENDS</td>
</tr>
<tr>
<td>Matthew Faris*, Director, Huron Consulting Group</td>
<td></td>
</tr>
<tr>
<td><strong>Predominantly Undergraduate Institution (PUI)</strong></td>
<td>BUILDING A CULTURE OF SPONSORED RESEARCH THROUGH A CULTURE OF PROFESSIONAL DEVELOPMENT AT A PUI</td>
</tr>
<tr>
<td>Mimi Fenton*, Dean of Graduate School &amp; Research, Chief Research Officer, Western Carolina University</td>
<td></td>
</tr>
</tbody>
</table>
### 1:30 – 2:45 pm | Discussion Groups

<table>
<thead>
<tr>
<th>Topic</th>
<th>Lead Presenter(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Career Skills/Professional Development</strong></td>
<td></td>
</tr>
<tr>
<td>LEADING ACROSS GENERATIONS: THE CHANGING WORK LANDSCAPE</td>
<td>Denise Moody*, Director of Research Compliance, Harvard University&lt;br&gt;Rosemary Madnick, Executive Director, Office of Grants and Contracts Administration, University of Alaska Fairbanks</td>
</tr>
<tr>
<td><strong>Clinical Research/Clinical Trials</strong></td>
<td></td>
</tr>
<tr>
<td>NAVIGATING DEVICE TRIALS EFFICIENTLY</td>
<td>Karen Hartman*, Administrator, Research Compliance, Mayo Clinic</td>
</tr>
<tr>
<td><strong>Compliance</strong></td>
<td></td>
</tr>
<tr>
<td>RESEARCH MISCONDUCT: BEST PRACTICES TO AVOID, ACCOUNTABILITY, AND SELF-DISCLOSURE (Follow up to Concurrent Session, &quot;Partners in Research Compliance: Fostering Cooperation and Results with Internal Audit, held Monday at 10:30 am)</td>
<td>Andrea Ward Ross*, Assistant Executive Dean for Research, Ohio State University</td>
</tr>
<tr>
<td><strong>Departmental</strong></td>
<td></td>
</tr>
<tr>
<td>CROWD FUNDING PLANS FOR YOUR RESEARCHERS</td>
<td>Cynthia Bellas*, Executive Director, Research Suite Strategy, Evisions, Inc.&lt;br&gt;Jesse Null, Surgery Research Manager, Cedars-Sinai Medical Center</td>
</tr>
<tr>
<td><strong>Departmental</strong></td>
<td></td>
</tr>
<tr>
<td>ORGANIZATIONAL RESTRUCTURING AND THE IMPACT ON RESEARCH ADMINISTRATION</td>
<td>Michelle Vazin*, Director, Office of Contracts and Grants, Vanderbilt University</td>
</tr>
<tr>
<td><strong>Federal</strong></td>
<td></td>
</tr>
<tr>
<td>UNIVERSITY UG IMPLEMENTATION</td>
<td>Sara Bible*, Associate Vice Provost for Research, Stanford University</td>
</tr>
<tr>
<td><strong>International</strong></td>
<td></td>
</tr>
<tr>
<td>SAME SAME, BUT DIFFERENT: LEARNING FROM RESEARCH SUPPORT IN OTHER COUNTRIES</td>
<td>Simon Kerridge*, Director of Research Services, Chair of ARMA, University of Kent&lt;br&gt;Judy Fredenberg, Director, Research and Sponsored Programs, University of Montana</td>
</tr>
<tr>
<td><strong>Post-Award</strong></td>
<td></td>
</tr>
<tr>
<td>NSF DATA ANALYTICS AUDITS</td>
<td>Kimberly Ginn*, Principal, Baker Tilly Virchow Krause, LLP&lt;br&gt;Adrienne Larmett, Senior Consultant, Baker Tilly</td>
</tr>
</tbody>
</table>
1:30 – 2:45 pm | Discussion Groups (continued)

Pre-Award
HOW TO VALUE IN-KIND CONTRIBUTIONS IN A GRANT PROPOSAL
Pamela Valentine*, Director, Research Support Services, University of Memphis

Predominantly Undergraduate Institution (PUI)
SMOOTHING AND SOOTHING THE ROAD TO SUCCESSFUL COLLABORATIONS AT PUIs
Martin Williams*, Director, Office of Sponsored Programs, William Paterson University

1:30 – 2:45 pm | Discussion Group for Senior Level Administrators

Compliance
LEGAL AND PRACTICAL PITFALLS IN CONDUCTING RESEARCH MISCONDUCT PROCEEDINGS AND HOW TO AVOID THEM
Kate Gallin Heffernan*, Counsel, Verrill Dana

2:45 – 3:00 pm | Networking and Refreshment Break

3:00 – 3:45 pm | Regional Business Meetings

3:45 – 4:00 pm | Networking and Refreshment Break

4:00 – 5:00 pm | Spark Session

15 – 20 minute, high energy, high deliverable offerings that will get right to the “good stuff.”

4:00 – 4:20 pm
WRITING FOR NCURA MAGAZINE
Toni Shaklee*, Assistant Vice President For Research, Oklahoma State University
Kris Monahan, Director of Sponsored Research and Programs, Providence College

4:00 – 5:00 pm | Concurrent Sessions

Career Skills/Professional Development
LIFTING THE PATCH AND AVOIDING THE PLANK: TIPS, TOOLS AND TRICKS FOR THE NEWBIE ONBOARD
Tanya Blackwell*, Contracting Officer, Georgia Institute of Technology
### Concurrent Sessions (continued)

<table>
<thead>
<tr>
<th>Time</th>
<th>Session Title</th>
<th>Presenter(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:00 – 5:00 pm</td>
<td>Clinical Research/Clinical Trials: Creating an Institutional Corrective and Preventive Action (CAPA) Plan That Works</td>
<td>Allecia Harley*, AVP of Research Affairs and Clinical Trials Administration, Rush University Medical Center</td>
</tr>
<tr>
<td></td>
<td>Compliance: Basics of Export Control</td>
<td>Michael Miller*, Assistant Director, Export Compliance, University of Central Florida</td>
</tr>
<tr>
<td></td>
<td>Compliance: RCR Lessons Learned: What Institutions Aren’t Doing</td>
<td>Jo Ann Smith*, Director of the Master of Research Administration, University of Central Florida</td>
</tr>
<tr>
<td></td>
<td>Compliance: Managing Parallel Internal Investigations of Research-Related Noncompliance or Misconduct</td>
<td>Andrew Ruczek*, Counsel, Verrill Dana, Megan Kasimatis Singleton, Associate Director, Human Resource Protections, University of Pennsylvania</td>
</tr>
<tr>
<td></td>
<td>Departmental: Why Are Departments at Risk? What You Should Know About Audits</td>
<td>Erin Bailey*, Associate Director, Primary Care Research Institute, University at Buffalo, Adrienne Larmett, Senior Consultant, Baker Tilly, Timothy Schailey, Director, Sponsored Programs, Christiana Care Health System</td>
</tr>
<tr>
<td></td>
<td>Federal: DATA Act</td>
<td>Ron Splittgerber*, Director, Research Services, Colorado State University</td>
</tr>
<tr>
<td></td>
<td>Federal: NIST/NOAA Update</td>
<td>Philip Hoffman*, Protected Species National Program Coordinator, NMFS Office of Protected Resources, NOAA, Dianne Poster, Special Assistant to the Principal Deputy, National Institute of Standards and Technology</td>
</tr>
<tr>
<td></td>
<td>International: 10% Isn’t Enough: How a Non-U.S. Institution Can Obtain a Negotiated F&amp;A Rate for U.S. Federal Funds</td>
<td>Martin Kirk*, Immediate Past President, CAURA, University of British Columbia</td>
</tr>
</tbody>
</table>
### AGENDA
Monday | August 3, 2015

<table>
<thead>
<tr>
<th>4:00 – 5:00 pm</th>
<th>Concurrent Sessions (continued)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A</strong> Post-Award</td>
<td><strong>UNIFORM GUIDANCE AND OTHER HOT TOPICS</strong></td>
</tr>
<tr>
<td></td>
<td>Timothy Reuter*, Director, Post-Award, Office of Sponsored Research, Stanford University</td>
</tr>
<tr>
<td></td>
<td>Denise Clark, Associate Vice President for Administration and Chief of Staff, Division of Research, University of Maryland, College Park</td>
</tr>
<tr>
<td></td>
<td>Ann Holmes, Assistant Dean, College of Behavioral and Social Sciences, University of Maryland, College Park</td>
</tr>
<tr>
<td><strong>B</strong> Pre-Award</td>
<td><strong>ABCs OF NON-MONETARY CONTRACTS</strong></td>
</tr>
<tr>
<td></td>
<td>Marjorie Forster*, Assistant Vice President for Research and Global Health Initiatives, University of Maryland, Baltimore</td>
</tr>
<tr>
<td><strong>C</strong> Predominantly Undergraduate Institution (PUI)</td>
<td><strong>OFFICE OF SPONSORED PROGRAMS AS A RESOURCE RATHER THAN A MONEY MAKER</strong></td>
</tr>
<tr>
<td></td>
<td>Pamela Napier*, Director, Office of Sponsored Programs, Agnes Scott College</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4:00 – 5:00 pm</th>
<th>Discussion Groups</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Career Skills/Professional Development</strong></td>
<td></td>
</tr>
<tr>
<td><strong>STRENGTHENING THE CORE: BUILDING AND MAINTAINING WORK RELATIONSHIPS</strong></td>
<td>Margaret Austin*, Associate Director, Center for Policy Research, Syracuse University</td>
</tr>
<tr>
<td></td>
<td>Jennifer Rudes, Director, Sponsored Programs Pre-award Services, The Research Foundation of State University of New York Upstate Medical University</td>
</tr>
<tr>
<td></td>
<td>Jason Wagoner, Director of Research and Sponsored Programs, Illinois State University</td>
</tr>
<tr>
<td><strong>Clinical Research/Clinical Trials</strong></td>
<td></td>
</tr>
<tr>
<td><strong>WHAT YOU NEED TO KNOW ABOUT THE IRB AND HUMAN SUBJECTS PROTECTIONS</strong></td>
<td>Marianne Woods*, Academic Program Director, Master of Science in Research Administration, Johns Hopkins University</td>
</tr>
<tr>
<td><strong>Compliance</strong></td>
<td></td>
</tr>
<tr>
<td><strong>MINDING THE STRINGS WITHOUT GETTING TANGLED</strong> (Follow-up to Concurrent Session, “Fostering a Compliance Mindset,” held Monday at 1:30 pm)</td>
<td>Matt Richter*, Compliance Manager, University of Wisconsin-Milwaukee</td>
</tr>
<tr>
<td><strong>Departmental</strong></td>
<td></td>
</tr>
<tr>
<td><strong>HELPFUL TIPS FOR GETTING THE PROPOSAL OUT THE DOOR</strong></td>
<td>Danielle Brown*, Manager, Sponsored Programs Administration, University of Maryland, Baltimore</td>
</tr>
<tr>
<td><strong>Federal</strong></td>
<td></td>
</tr>
<tr>
<td><strong>COLLABORATING WITH DEPARTMENT OF ENERGY LABORATORIES: WHY AND HOW</strong></td>
<td>Elizabeth Adams*, Executive Director, Office for Sponsored Research, Northwestern University</td>
</tr>
</tbody>
</table>
4:00 – 5:00 pm | Discussion Groups (continued)

International

SETTING UP SHOP: BEST PRACTICES AND LESSONS LEARNED FROM ORGANIZING & MANAGING A NATIONAL RESEARCH ADMINISTRATORS’ ASSOCIATION

Deborah Zornes*, Director, Research Services, Office of Research, Royal Roads University

Post-Award

IMPLEMENTATION OF NEW FINANCIAL SYSTEMS

James Reisert*, Director, Grants and Contracts Accounting, Children’s National Medical Center

Pre-Award

DATA MANAGEMENT AND THE DMP (DATA MANAGEMENT PLANNING) TOOL

Tricia Callahan*, Director, Proposal Development, Miami University

Pre-Award

SUPPORTING FACULTY: PERSPECTIVES FROM THE SCHOOL AND CENTRAL LEVELS

Robyn Remotigue*, Research Manager, School of Public Health, University of North Texas Health Science Center at Fort Worth
Anthony Ventimiglia, Associate Director, Office of Sponsored Programs, Auburn University

Predominantly Undergraduate Institution (PUI)

TRANSITIONING FROM AN R1 TO A PUI

Teri Herberger*, Director of Sponsored Programs, Salisbury University

4:00 – 5:00 pm | Discussion Group for Senior Level Administrators

Clinical Research/Clinical Trials

CLINICAL TRIAL BILLING: SOLUTIONS TO A COMPLEX PROBLEM

Mitch Appleson*, Director, Clinical Trials Financial Management, The Children’s Hospital of Philadelphia

6:00 pm | Monday Evening Dine Arousnd

9:00 pm | Regional Hospitality Suites Open
AGENDA
Tuesday | August 4, 2015

6:15 – 7:15 am
NCURA FITNESS

7:30 – 8:15 am
CONTINENTAL BREAKFAST AND BREAKFAST ROUNDTABLES

7:30 am – 5:00 pm
AM57 CONCIERGE
EXPOSITION 2015

8:00 am – 5:00 pm
NCURA MARKETPLACE

8:30 – 10:00 am | Spark Session
15 – 20 minute, high energy, high deliverable offerings that will get right to the “good stuff.”

8:30 – 8:50 am
SHifting TO A CENTRALIZED MODEL FOR DEPARTMENTAL RESEARCH ADMINISTRATION
Jennifer Cory*, Director of Research, Pediatrics, Stanford University

9:00 – 9:20 am
ARTISTIC LEADERSHIP
Beth Kroger*, Chief of Operations - JILA, University of Colorado at Boulder

8:30 – 10:00 am | Concurrent Sessions

Career Skills/Professional Development
LEARNING TO MANAGE ONESelf
Tolise Miles*, Senior Grants and Contracts Specialist, Children’s National Medical Center
Lisa Mosley, Executive Director, Research Operations, Arizona State University
Vivian Holmes, Director, Sponsored Research Operations, Broad Institute of MIT and Harvard
Samantha Westcott, Manager, Sponsored Projects Team, Children’s Hospital Los Angeles

Clinical Research/Clinical Trials
DECREASING STUDY START-UP TIMES (TIME TO ACTIVATION)
James Doroshow*, Deputy Director for Clinical and Translational Research, National Institutes of Health

Compliance
WHERE IS THE OVERSIGHT?
Ross Hickey*, Assistant Provost, University of Southern Maine

Compliance
NEW MODELS FOR RESEARCH ADMINISTRATION - TWO CASE STUDIES
Kerry Peluso*, Associate Vice President for Research Administration, Emory University
Laura Davis, Senior Research Operations Director, George Washington University
### Concurrent Sessions (continued)

#### 8:30 – 10:00 am

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Presenters</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30 – 10:00 am</td>
<td><strong>Departmental</strong> PROPOSAL SUBMISSIONS: SURVIVAL TECHNIQUES AND TIPS</td>
<td>Margaret Austin*, Associate Director, Center for Policy Research, Syracuse University</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Jennifer Rudes, Director, Sponsored Programs Pre-award Services, The Research Foundation of State University of New York Upstate Medical University</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Jason Wagoner, Director of Research and Sponsored Programs, Illinois State University</td>
</tr>
<tr>
<td></td>
<td><strong>Departmental</strong> RESEARCH ADMINISTRATION MAKES “STRANGE BEDFELLOWS”</td>
<td>Brenda Kavanaugh*, Associate Director, Office of Research and Project Administration, University of Rochester</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Nathan Youngblood, Research Administrator, Northwestern University</td>
</tr>
<tr>
<td></td>
<td><strong>Federal</strong> NIH UPDATE</td>
<td>Michelle Bulls*, Director of the Office of Policy for Extramural Research Administration, OPERA, National Institutes of Health</td>
</tr>
<tr>
<td></td>
<td><strong>Federal</strong> DR. MARK LIVE: CANDID CONVERSATIONS WITH NSF AND NIH PROGRAM DIRECTORS AND A GRANTS MANAGEMENT SPECIALIST</td>
<td>Mark Roltsch*, Executive Director of ARSP, St. Mary’s University</td>
</tr>
<tr>
<td></td>
<td><strong>International</strong> STATS &amp; SUSHI: A KURA PERSPECTIVE ON VISUALIZING DATA TO SUPPORT STRATEGIC RESEARCH PLANNING</td>
<td>David Kornhauser*, Senior URA, Kyoto University KURA Daichi Kohmoto, URA, Kyoto University KURA</td>
</tr>
<tr>
<td></td>
<td><strong>Post-Award</strong> POST-AWARD MANAGEMENT OF SPONSORED PROJECTS</td>
<td>Tracey Fraser*, Director of Sponsored Projects, Smithsonian Institution</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Patricia Hawk, Director, Sponsored Programs, Oregon State University</td>
</tr>
<tr>
<td></td>
<td><strong>Pre-Award</strong> THE FAR AND FEDERAL CONTRACTING</td>
<td>David Mayo*, Director of Sponsored Research, California Institute of Technology</td>
</tr>
<tr>
<td></td>
<td><strong>Predominantly Undergraduate Institution (PUI)</strong> IS MY INSTITUTION READY FOR AN ELECTRONIC SYSTEM?</td>
<td>Diane Barrett*, Senior Research Administration Consultant, rSmart</td>
</tr>
</tbody>
</table>

* Lead presenter
## AGENDA

**Tuesday | August 4, 2015**

### 8:30 – 10:00 am | Discussion Groups

**Career Skills/Professional Development**

**PATHWAYS TO CONSULTING: LOOKING AT TIMING AND APPROACHES**

- Cindy White*, University Research Administration, Consultant
- Evan Roberts, Senior Consultant, Attain, LLC
- Pam Whitlock, Director, Office of Sponsored Programs, University of North Carolina at Wilmington (Emeritus)

**Clinical Research/Clinical Trials**

**HOW TO ENGAGE HEALTHCARE LEADERSHIP IN THE RESEARCH ENTERPRISE**

- Matthew Lester*, Associate Dean, Administration and Finance, University of Arizona, College of Medicine

**Compliance**

**ACCENTUATE THE POSITIVE / PARTNERS IN RESEARCH COMPLIANCE**

- Elena Semyonova-Smith*, Grants Officer, University of Kansas Center for Research, Inc.
- Andrea Ward Ross, Assistant Executive Dean for Research, Ohio State University

**Departmental**

**COMPLIANCE OVERSIGHT ON THE DEPARTMENTAL LEVEL IN THE AGE OF THE UNIFORM GUIDANCE**

- Derick Jones*, Program Manager, Institute for Translational Genomics and Population Sciences, Los Angeles Biomedical Research Institute

**International**

**GLOBAL COLLABORATIONS: BUILDING & SUPPORTING INTERNATIONAL COLLABORATIONS**

- Denise Wallen*, Research Officer and Senior Fellow, University of New Mexico

**Post-Award**

**UG IMPLEMENTATION: APPROACHES AND LESSONS LEARNED - INCLUDING ADMINISTRATIVE AND CLERICAL, COMPUTING, AND PUBLICATION COSTS**

- Andres Chan*, Director, Office of Financial Analysis, University of Southern California

**Pre-Award**

**EXPEDITING AND COMPLETING THE APPLICATION**

- Sandra Justice*, Research Administrator, University of South Florida
# AGENDA
## Tuesday | August 4, 2015

### 8:30 – 10:00 am | Discussion Groups (continued)

**Pre-Award**

**USING METRICS AND DATA ANALYSIS IN PRE-AWARD**

Charles Bartunek*, Senior Contracts Associate, Bloomberg School of Public Health, Johns Hopkins University

**Predominantly Undergraduate Institution (PUI)**

**PROFESSIONAL DEVELOPMENT AND COMMUNITY ENGAGEMENT: RESEARCH ADMINISTRATION BEYOND THE UNIVERSITY**

Katie Plum*, Director of Sponsored Projects, Angelo State University

### 8:30 – 10:00 am | Discussion Group for Senior Level Administrators

**Post-Award**

**IS MY TRAINING EFFECTIVE?**

Rashonda Harris*, Administrative Director, Center for Cellular and Molecular Therapeutics, Children’s Hospital of Philadelphia

Albana Cejne, Associate Director, Research Accounting Services, Temple University

### 8:30 – 10:00 am | Office Hours

Many attendees are often tasked by their managers, researchers, and colleagues with finding an answer to a burning question at their institution. With the Office Hours sessions, we are creating an opportunity to obtain answers to those questions by subject matter experts in a one-on-one setting. The expert will be able to share their thoughts and advice directly with the individual. For attendees, this is a great opportunity to learn, ask questions, and meet some of NCURA’s esteemed members.

**EFFORT REPORTING**

Jennifer W. Mitchell*, Director of Cost Studies and Effort Reporting, Northwestern University

Jeremy Forsberg, Assistant Vice President of Research, The University of Texas at Arlington

### 10:00 – 10:30 am | Networking and Refreshment Break
## AGENDA
Tuesday | August 4, 2015

### 10:30 – 11:45 am | Spark Sessions

15 – 20 minute, high energy, high deliverable offerings that will get right to the “good stuff.”

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Presenter</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:30 – 10:50 am</td>
<td><strong>INNOVATIONS IN RESEARCH DEVELOPMENT</strong></td>
<td>Dianne Nagy*, Grant Proposal Specialist, South Dakota University</td>
</tr>
<tr>
<td>11:00 – 11:20 am</td>
<td><strong>WATCH OUT FOR FLYING OBJECTS! – ENABLING UNMANNED AIRCRAFT SYSTEM OPERATIONS AT A PUBLIC RESEARCH UNIVERSITY</strong></td>
<td>Dan Nordquist*, Assistant Vice President/Director, Office of Grant and Research Development, Washington State University</td>
</tr>
</tbody>
</table>

### 10:30 – 11:45 am | Concurrent Sessions

#### Career Skills/Professional Development

**IMPROVING PROCESSES AND CUSTOMER SUPPORT THROUGH CLIENT FEEDBACK AND METRICS**

- **Twila Reighley***, Assistant Vice President for Research & Graduate Studies, Michigan State University
- **W Scott Erwin, Sr.**, Director, Office of Sponsored Programs, Texas State University
- **Craig Reynolds**, Associate Director, Office of Research and Sponsored Projects, University of Michigan-Ann Arbor

#### Clinical Research/Clinical Trials

**ENGAGING YOUR COMMUNITY AND PATIENTS IN CLINICAL RESEARCH**

- **Tom Fogg***, Executive Director for Operations, Clinical & Translational Science Institute, University of Rochester
- **Kenneth Getz**, Director of Sponsored Research Programs & Research Associate Professor, Tufts Center for the Study of Drug Development

#### Compliance

**EXPORT CONTROL REFORM: HOW DOES IT WORK?**

- **David Brady***, Director, Export and Secure Research Compliance, Virginia Tech

#### Departmental

**BUDGETING 101**

- **Lindsey Demeritt***, Assistant Manager, Sponsored Projects Team, Children’s Hospital Los Angeles

#### Federal

**NSF PROPOSAL PREP**

- **Jean Feldman***, Head, Policy Office of Budget, Finance & Award Management, National Science Foundation
- **Michelle Bulls**, Director of the Office of Policy for Extramural Research Administration, OPERA, National Institutes of Health
### 10:30 – 11:45 am | Concurrent Sessions (continued)

<table>
<thead>
<tr>
<th>Session</th>
<th>Topic</th>
<th>Presenters</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Federal</strong></td>
<td><strong>SciENCY UPDATE</strong></td>
<td>Ron Splittgerber*, Director, Research Services, Colorado State University</td>
</tr>
<tr>
<td><strong>International</strong></td>
<td><strong>EGGS IN MORE THAN ONE BASKET: HOW CAN A U.S. UNIVERSITY DIVERSIFY ITS FUNDING SOURCES TO INCLUDE NON-U.S. FUNDERS?</strong></td>
<td>Shandra White*, Director, Research Enhancement, George Washington University</td>
</tr>
<tr>
<td><strong>Post-Award</strong></td>
<td><strong>STANDARD OPERATING PROCEDURES (SOPS) AND BILATERAL SERVICE LEVEL AGREEMENTS FOR RESEARCH ADMINISTRATIONS</strong></td>
<td>Tomas Pereira*, Manager, PricewaterhouseCoopers, LLP</td>
</tr>
<tr>
<td><strong>Pre-Award</strong></td>
<td><strong>UNDERSTANDING THE “WHY” BEHIND UNIVERSITY CONTRACT NEGOTIATIONS</strong></td>
<td>Amanda Miller*, Manager, Contracts, The University of Texas at Dallas&lt;br&gt;Marjorie Forster, Assistant Vice President for Research and Global Health Initiatives, University of Maryland, Baltimore</td>
</tr>
<tr>
<td><strong>Predominantly Undergraduate Institution (PUI)</strong></td>
<td><strong>OMB UNIFORM GUIDANCE IMPLEMENTATION PLAN FOR PUI INSTITUTIONS</strong></td>
<td>Caroline Beeman*, Senior Manager, MAXIMUS Higher Education Practice&lt;br&gt;Mira Levine, Manager, MAXIMUS Higher Education Practice</td>
</tr>
</tbody>
</table>

### 10:30 – 11:45 am | Discussion Groups

**Career Skills/Professional Development**

**BUCKLE UP - IT COULD BE A ROUGH RIDE: NAVIGATING THE PERILOUS ROADS OF OFFICE DYNAMICS**<br>Trisha Southergill*, Grant Support and E-Thesis Manager, Montana Tech of the University of Montana<br>Brigette Pfister, Director of Sponsored Programs, Virginia Commonwealth University

**Clinical Research/Clinical Trials**

**CLINICAL RESEARCH COMPLIANCE PROGRAMS**<br>David Lynch*, Executive Director, Office of Sponsored Research, Northwestern University
### 10:30 – 11:45 am | Discussion Groups (continued)

| Compliance | Patrick Green*, Executive Assistant Director, Office of Contract and Research Administration, Vanderbilt University |
| Departmental | Robyn Remotigue*, Research Manager, School of Public Health, University of North Texas Health Science Center at Fort Worth  
Gai Doran, Center Assistant Director, Administration, Center for Interdisciplinary Research on AIDS, Yale University |
| Departmental | Jim Maus*, Senior Research Administrator, Washington University in St. Louis  
Diane Hillebrand, Grant & Contract Officer, School of Medicine & Health Sciences, University of North Dakota |
| Federal | Lisa Nichols*, Policy Analyst, Council on Governmental Relations |
| International | Agatha Keller*, Co-Director EU GrantsAccess, ETH Zurich, University of Zurich |
| Post-Award | Rashonda Harris*, Administrative Director, Center for Cellular and Molecular Therapeutics, Children’s Hospital of Philadelphia  
Jennifer Rosa, Administrative Director of Research, CCCR, Children’s Hospital of Philadelphia |
| Pre-Award | Laurianne Torres*, Director, Research Administration, Duke University |
| Predominantly Undergraduate Institution (PUI) | Christine Hempowicz*, Director, Office of Sponsored Research and Programs, University of Bridgeport  
Sabine Dillingham, Director of Research and Sponsored Programs, St. Mary’s College of Maryland |
AGENDA
Tuesday | August 4, 2015

10:30 – 11:45 am | Discussion Group for Senior Level Administrators

Post-Award
USING LEAN SIX SIGMA TO IMPROVE BUSINESS PROCESS AND GO PAPERLESS

Garrett Steed*, Contracting Officer, University of Colorado-Boulder

10:30 – 11:45 am | Office Hours

Many attendees are often tasked by their managers, researchers, and colleagues with finding an answer to a burning question at their institution. With the Office Hours sessions, we are creating an opportunity to obtain answers to those questions by subject matter experts in a one-on-one setting. The expert will be able to share their thoughts and advice directly with the individual. For attendees, this is a great opportunity to learn, ask questions, and meet some of NCURA’s esteemed members.

EXPORT CONTROLS

Kay Ellis*, Director, University Export Control Program, University of Arizona
Elizabeth Peloso, Associate Vice Provost/Associate Vice President, Research Services, University of Pennsylvania

11:45 am – 1:15 pm | Luncheon and Volunteer Recognition

1:15 – 2:15 pm | Spark Sessions

15 – 20 minute, high energy, high deliverable offerings that will get right to the “good stuff.”

1:15 – 1:35 pm
FENG SHUI ART

Shella Batelman*, Senior Grant Administrator, Suffolk University

1:40 – 2:00 pm
WHAT’S MY SOCIAL FINGER-PRINT?

Rashonda Harris*, Administrative Director, Center for Cellular and Molecular Therapeutics, Children’s Hospital of Philadelphia
# AGENDA

**Tuesday | August 4, 2015**

<table>
<thead>
<tr>
<th>1:15 – 2:15 pm</th>
<th>Concurrent Sessions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Career Skills/Professional Development</strong></td>
<td>HOW TO HELP PIs WHEN YOU ARE NOT A SUBJECT MATTER EXPERT?</td>
</tr>
<tr>
<td><strong>Clinical Research/Clinical Trials</strong></td>
<td>HOT TOPICS IN CLINICAL RESEARCH REGULATION</td>
</tr>
<tr>
<td><strong>Compliance</strong></td>
<td>CORE RESEARCH FACILITIES &amp; SERVICE CENTERS FOR THE NEW ADMINISTRATOR</td>
</tr>
<tr>
<td><strong>Departmental</strong></td>
<td>THE INS AND OUTS OF PI TRANSFERS: A DEPARTMENTAL PERSPECTIVE</td>
</tr>
<tr>
<td><strong>Federal</strong></td>
<td>PUBLIC ACCESS UPDATE</td>
</tr>
<tr>
<td><strong>International</strong></td>
<td>INSIGHTS AND LESSONS IN INCREASING AND MANAGING HORIZON 2020 PROJECTS: THE CASE STUDY OF AALTO UNIVERSITY</td>
</tr>
<tr>
<td><strong>International</strong></td>
<td>WHAT ARE THE RISKS TO A NON-U.S. INSTITUTION OF ACCEPTING A SUBCONTRACT OF U.S. FEDERAL FUNDS?</td>
</tr>
</tbody>
</table>
1:15 – 2:15 pm | Concurrent Sessions (continued)

A Post-Award
COSTING AND RATE SETTING: SERVICE CENTERS
Martin Smith*, Manager, Higher Education and Academic Medical Centers, Attain, LLC

A Pre-Award
SUCCESSFULLY MANAGING AN INDUSTRY SPONSORED PORTFOLIO
Robin Beach*, Assistant Director, Award Administration, University of Illinois at Urbana-Champaign

O Predominantly Undergraduate Institution (PUI)
BREAKING THROUGH TO FACULTY IN THE HUMANITIES: A NOVEL APPROACH
Jeremy Miner*, Director of Grants and Contracts, University of Wisconsin-Eau Claire
Tricia Callahan, Director, Proposal Development, Miami University

1:15 – 2:15 pm | Discussion Groups

Career Skills/Professional Development
“THAT’S NOT WHAT I MEANT TO SAY,” TAILORING YOUR COMMUNICATIONS FOR THE DESIRED RESULT
Mary Louise Healy*, Associate Director, Research Administration, Krieger School of Arts and Sciences, Johns Hopkins University

Clinical Research/Clinical Trials
ENSURING LEGALLY-EFFECTIVE INFORMED CONSENT IN RESEARCH
George Gasparis*, President, The PEER Consulting Group

Compliance
COMPENSATING STUDY PARTICIPANTS
Govind Narasimhan*, Director of Research Finance, University of Texas M.D. Anderson Cancer Center
Mary Veazie, Director, Clinical Research Finance, University of Texas M.D. Anderson Cancer Center

Compliance
OPEN PAYMENTS ACT - HOW DO I COMPLY?

Departmental
WE’RE PLAYING IN THE SAME SANDBOX: COLLABORATING ACROSS CAMPUSES SO EVERYONE WINS
Linnea Minnema*, Director of Research and Evaluation, University of Tennessee
Stacey Wade, Sponsored Programs Administrator, University of Tennessee
### 1:15 – 2:15 pm | Discussion Groups (continued)

#### Federal

**NSF GRADUATE RESEARCH FELLOWSHIP PROGRAM: UPDATES FOR CAMPUS ADMINISTRATORS**

- **Gisele Muller-Parker**, Program Director, National Science Foundation
- **Criselda Cruz**, Financial Management Analyst, GRFP, National Science Foundation
- **Anthony Ventimiglia**, Associate Director, Office of Sponsored Programs, Auburn University

#### International

**VOLUNTEERING - STRENGTHEN YOUR PERSONAL PROFILE AND INCREASE YOUR VISIBILITY WITHIN NCURA AND YOUR INSTITUTION**

- **Agatha Keller**, Co-Director EU GrantsAccess, ETH Zurich, University of Zurich
- **Denise Wallen**, Research Officer and Senior Fellow, University of New Mexico

#### Post-Award

**MONITORING INTERNATIONAL SPONSORED RESEARCH – FINANCIAL RISK MANAGEMENT AT FOREIGN INSTITUTIONS**

- **Eva Bjorndal**, Team Leader Post-Contract and Financial Compliance, Karolinska Institutet

#### Pre-Award

**PRE-AWARD SHARED SERVICES MODEL: SUPPORTING THE NON-TRADITIONALLY FUNDED ACADEMIC UNITS**

- **Kathy Dams**, Assistant Director, University of Illinois at Urbana-Champaign

#### Predominantly Undergraduate Institution (PUI)

**LINKEDIN AND OTHER SOCIAL MEDIA AS PROPOSAL DEVELOPMENT TOOLS**

- **Anne Pascucci**, Director, Sponsored Programs, Christopher Newport University

### 1:15 – 2:15 pm | Discussion Group for Senior Level Administrators

#### Federal

**NSF HIGHER EDUCATION R&D SURVEY UPDATE**

- **Ronda Britt**, Survey Statistician, National Science Foundation

### 1:15 – 2:15 pm | Office Hours

Many attendees are often tasked by their managers, researchers, and colleagues with finding an answer to a burning question at their institution. With the Office Hours sessions, we are creating an opportunity to obtain answers to those questions by subject matter experts in a one-on-one setting. The expert will be able to share their thoughts and advice directly with the individual. For attendees, this is a great opportunity to learn, ask questions, and meet some of NCURA’s esteemed members.

#### SUBAWARDS

- **Jennifer Barron**, Director, Office of Research Administration, Johns Hopkins University Bloomberg School of Public Health
- **Pamela Webb**, Associate Vice President for Research, University of Minnesota
AGENDA
Tuesday | August 4, 2015

2:15 – 2:45 pm | Networking and Refreshment Break

2:45 – 3:45 pm | Spark Sessions

15 – 20 minute, high energy, high deliverable offerings that will get right to the “good stuff.”

2:45 – 3:05 pm
WHAT IS THE ONE THING WE DO NOT HAVE ENOUGH OF? TIME!

Randi Wasik*, Research Administrative Director, Duke University

3:10 – 3:30 pm
ACCELERATED CLINICAL TRIAL AGREEMENT

David Hawkins*, Associate Director, Office of Sponsored Projects, University of Texas at Austin

2:45 – 3:45 pm | Concurrent Sessions

Career Skills/Professional Development
THE PRESENTER’S TOOLBOX: USING YOUR VOICE AND TECHNOLOGY TO BUILD A GREAT PRESENTATION

Michael McGough*, Grants Coordinator, University of Georgia
Mary Louise Healy, Associate Director, Research Administration, Krieger School of Arts and Sciences, Johns Hopkins University

Clinical Research/Clinical Trials
RECRUITING AND RETAINING RESEARCH NURSES

Royce Sampson*, Chief Operations Officer, South Carolina Clinical & Translational Research Institute (SCTR), Medical University of South Carolina

Compliance
FINANCIAL RISK MANAGEMENT AT FOREIGN INSTITUTIONS

Eva Bjorndal*, Team Leader Post-Contract and Financial Compliance, Karolinska Institutet

Departmental
SUCCESSFUL SUBCONTRACT MANAGEMENT FOR THE DEPARTMENTAL RESEARCH ADMINISTRATOR

Jeanne Galvin-Clarke*, Manager, Sponsored Programs Administration, University of Maryland, Baltimore

Departmental
APPLICATIONS OF LEAN AND SIX SIGMA PRINCIPLES TO POST-AWARD MANAGEMENT OF SPONSORED PROJECTS

Jennifer Foley*, Assistant Director of Finance and Administration, Georgetown University Medical Center
<table>
<thead>
<tr>
<th>Time</th>
<th>Concurrent Sessions (continued)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:45 – 3:45 pm</td>
<td><strong>Federal</strong></td>
</tr>
<tr>
<td></td>
<td>RESEARCH TERMS AND CONDITIONS</td>
</tr>
<tr>
<td></td>
<td>Michelle Bulls*, Director of the Office of Policy for Extramural Research Administration, OPERA, National Institutes of Health</td>
</tr>
<tr>
<td></td>
<td>Jean Feldman, Head, Policy Office of Budget, Finance &amp; Award Management, National Science Foundation</td>
</tr>
<tr>
<td></td>
<td><strong>Federal</strong></td>
</tr>
<tr>
<td></td>
<td>UPDATE ON FUNDING OPPORTUNITIES AT THE NEA, NEH, AND IMLS</td>
</tr>
<tr>
<td></td>
<td>Carrie Holbo*, Grant Management Specialist, NEA</td>
</tr>
<tr>
<td></td>
<td><strong>International</strong></td>
</tr>
<tr>
<td></td>
<td>FROM SOFTWARE MOGULS, ROBBER BARONS, AND MEGA-BUREAUCRACIES TO THE WORLD: PHILANTHROPIC &amp; INTERNATIONAL GOVERNMENT ORGANIZATIONS’ FUNDING OPPORTUNITIES</td>
</tr>
<tr>
<td></td>
<td>Indra Willms-Hoff*, Member of the Executive Management, VW Stiftung</td>
</tr>
<tr>
<td></td>
<td><strong>Post-Award</strong></td>
</tr>
<tr>
<td></td>
<td>SEE NO EVIL, HEAR NO EVIL ... SPEAK NOT OF COST TRANSFERS</td>
</tr>
<tr>
<td></td>
<td>Elena Semyonova-Smith*, Grants Officer, University of Kansas Center for Research, Inc.</td>
</tr>
<tr>
<td></td>
<td>Anita Abel, Assistant Director, Research Administration, Post-award Services, University of Kansas Center for Research, Inc.</td>
</tr>
<tr>
<td></td>
<td><strong>Post-Award</strong></td>
</tr>
<tr>
<td></td>
<td>SUBRECIPIENT MONITORING EXPANDING WITH THE NEW UNIFORM GUIDANCE</td>
</tr>
<tr>
<td></td>
<td>Joanne Palmer*, OSP Contracts Manager, Texas State University</td>
</tr>
<tr>
<td></td>
<td>Ruth Boardman, Associate Director of Audit and Compliance, Grants and Contracts Office, University of Illinois University at Urbana-Champaign</td>
</tr>
<tr>
<td></td>
<td><strong>Pre-Award</strong></td>
</tr>
<tr>
<td></td>
<td>FUNDING OPPORTUNITIES: BEST PRACTICES FOR IDENTIFYING, DISSEMINATING, AND TRACKING</td>
</tr>
<tr>
<td></td>
<td>Theresa Caban*, Senior Contract &amp; Grant Administrator, Kaiser Foundation Research</td>
</tr>
<tr>
<td></td>
<td>Andrew Gray, Director, Office of Sponsored Programs, University of Alaska Fairbanks</td>
</tr>
<tr>
<td></td>
<td><strong>Predominantly Undergraduate Institution (PUI)</strong></td>
</tr>
<tr>
<td></td>
<td>PREPARING YOUR OFFICE FOR CHANGE</td>
</tr>
<tr>
<td></td>
<td>Peggy S. Lowry*, Director, NCURA Peer Programs, National Council of University Research Administrators</td>
</tr>
</tbody>
</table>
2:45 – 3:45 pm | Discussion Groups

Career Skills/Professional Development
CAN WE TALK? DEVELOPING PROFESSIONAL RELATIONSHIPS WITH PIs
Shella Batelman*, Senior Grant Administrator, Suffolk University
Anne Pascucci, Director, Sponsored Programs, Christopher Newport University

Career Skills/Professional Development
SPANNING THE DECADES: HOW TO PLAN AND PERSONALIZE YOUR CAREER?
Sue Kelch*, Senior Financial Specialist, University of Michigan-Ann Arbor
Bonniejean Zitske, Managing Officer, Research and Sponsored Programs, University of Wisconsin Madison
Tricia Callahan, Director, Proposal Development, Miami University

Clinical Research/Clinical Trials
INFORMED CONSENT CHANGES AND THEIR IMPACT
Jan Hewett*, Regulatory Counsel, FDA

Compliance
NIH POLICY ON GENOMIC DATA SHARING

Departmental
FOUR THINGS A RESEARCH ADMINISTRATOR CAN DO RIGHT NOW TO FIX THEIR DEPARTMENT
Anne Albinak*, Senior Administrative Manager, Whiting School of Engineering, Johns Hopkins University

Federal
THE PERILS AND PITFALLS OF STARTUP RELATIONSHIPS
Susan Sedwick*, Consultant, Attain, LLC
Douglas Backman, Director, Compliance, University of Central Florida

International
EUROPEAN RESEARCH CAREERS: THE MARIE SKLODOWSKA-CURIE ACTIONS WITHIN HORIZON 2020
Annika Glauner*, Senior Scientific Advisor and Group Leader Knowledge Transfer, ETH Zurich / University of Zurich
Viktoria Bodnarova, Regional Representative, EURAXESS Links North America

Post-Award
MAKING ANALYTICS WORK FOR YOU: SURVIVE AND THRIVE
Mark Sweet*, Director of eRA, Research & Sponsored Programs, University of Wisconsin Madison
Stephanie Gray, Director, Division of Sponsored Research, University of Florida
2:45 – 3:45 pm | Discussion Groups (continued)

Pre-Award
CROWDFUNDING 102: HOW TO MAKE IT WORK FOR YOUR INSTITUTION
Patience Graybill*, Research Administrator, Pre-Award, Southern Illinois University Edwardsville
Natasha Chopp, Research Development & Marketing Manager, Michigan Technological University

Predominantly Undergraduate Institution (PUI)
SURPRISE! YOU'RE HAVING AN NSF DESK REVIEW. IS YOUR INSTITUTION READY?
Jeffrey Werner*, Director, Grants and Sponsored Projects, Kutztown University of Pennsylvania

2:45 – 3:45 pm | Office Hours

Many attendees are often tasked by their managers, researchers, and colleagues with finding an answer to a burning question at their institution. With the Office Hours sessions, we are creating an opportunity to obtain answers to those questions by subject matter experts in a one-on-one setting. The expert will be able to share their thoughts and advice directly with the individual. For attendees, this is a great opportunity to learn, ask questions, and meet some of NCURA's esteemed members.

3:45 – 4:00 pm | Networking and Refreshment Break

4:00 – 5:00 pm | Spark Session

15 – 20 minute, high energy, high deliverable offerings that will get right to the “good stuff.”

4:00 – 4:20 pm
PREPARING FOR THE BONFIRE: CREATING A PAPERLESS OFFICE
Noah Congelliere*, Training & Development Specialist, University of Southern California
Jeri Muniz, Executive Director, Contracts and Grants, The University of Southern California

4:00 – 5:00 pm | Concurrent Sessions

Career Skills/Professional Development
THE LEAD ME PROGRAM: DEVELOPING AND IMPLEMENTING A LEADERSHIP PROGRAM AS AN EXAMPLE
Derick Jones*, Program Manager, Institute for Translational Genomics and Population Sciences, Los Angeles Biomedical Research Institute

Career Skills/Professional Development
IMPLEMENTING A CERTIFIED RESEARCH ADMINISTRATORS PROGRAM
Kimberly Groller*, Training and Outreach Coordinator, University of Illinois at Urbana-Champaign
<table>
<thead>
<tr>
<th>4:00 – 5:00 pm</th>
<th>Concurrent Sessions (continued)</th>
</tr>
</thead>
</table>
| **Clinical Research/Clinical Trials** | HOW TO WRITE A GRANT FOR CLINICAL RESEARCH  
Tesheia Johnson*, Associate Director of Clinical Research for Yale School of Medicine COO, YCCI, Yale University |
| **Compliance** | RESEARCH ADMINISTRATION ACCORDING TO DR. SHELDON COOPER  
David Smelser*, Assistant Director of Sponsored Programs, University of Tennessee  
Justo Torres, Director, Office of Contracts and Grants, North Carolina State University  
Anthony Ventimiglia, Associate Director, Office of Sponsored Programs, Auburn University |
| **Departmental** | EXPORT CONTROLS WHEN YOU'RE NOT IN CHARGE  
Denise Moody*, Director of Research Compliance, Harvard University  
David Ngo, Assistant Vice President, Sponsored Programs Administration, Office of Sponsored Programs, University of Texas Southwestern Medical Center at Dallas |
| **Federal** | NSF OIG AUDIT UPDATE AND DATA ANALYTICS  
Brett Baker*, Assistant Inspector General for Audit, NSF-OIG |
| **International** | FOREIGN IRB CONSIDERATIONS: LESSONS LEARNED FROM THOSE WHO'VE GONE BEFORE  
Gai Doran*, Center Assistant Director, Administration, Center for Interdisciplinary Research on AIDS, Yale University |
| **Post-Award** | AUDIT FINDINGS AND CORRECTIVE ACTION  
Keith Graff*, Grants Management Practice Leader, PricewaterhouseCoopers, LLP |
| **Post-Award** | POST-AWARD ELECTRONIC TOOLS  
Bonniejean Zitske*, Managing Officer, Research and Sponsored Programs, University of Wisconsin Madison |
| **Pre-Award** | PROPOSAL DEVELOPMENT OFFICER VS. PEER REVIEWER: HOW TO HELP PIs WHEN YOU ARE NOT A SUBJECT MATTER EXPERT  
Deborah Weinstein*, Assistant Director Institute for Bioscience & Biotechnology Research (IBBR), University of Maryland, College Park |
### Pre-Award

**SUPPORTING SINGLE INVESTIGATOR AND SMALL-TEAM PROPOSAL DEVELOPMENT**

- **Lead presenter**: Samuel Rodriguez-Flecha*, Single Investigator Proposal Manager, Faculty Research Development Coordinator, Washington State University
- **Lucien Finley**, Assistant Director, Sponsored Projects, The University of Texas at Dallas
- **Maureen Pelham**, Director, Research Development, Florida International University

### Predominantly Undergraduate Institution (PUI)

**SPONSORED PROGRAMS AND DEVELOPMENT WORKING TOGETHER**

- **Lead presenter**: Pamela Napier*, Director, Office of Sponsored Programs, Agnes Scott College

---

### Concurrent Sessions (continued)

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>4:00 – 5:00 pm</td>
<td><strong>Discussion Groups</strong></td>
</tr>
</tbody>
</table>

#### Career Skills/Professional Development

- **BECOMING A CATALYST: THE IMPORTANCE OF MENTORING**
  - **Lead presenter**: Annika Glauner*, Senior Scientific Advisor and Group Leader Knowledge Transfer, ETH Zurich / University of Zurich

#### Clinical Research/Clinical Trials

- **USING TECHNOLOGY TO SUPPORT CLINICAL RESEARCH**
  - **Lead presenter**: Michael Amey*, Associate Dean, Research Administration, Johns Hopkins University School of Medicine

- **CLARIFYING THE ROLE OF THE STUDY COORDINATOR: NURSE, PROJECT MANAGER, DATA ENTRY CLERK, AND MORE**
  - **Lead presenter**: Ashley Baker-Lee*, Senior Vice President, Research Operations, City of Hope

#### Compliance

- **WHO OWNS THE DATA?**
  - **Lead presenter**: Andrew Mahler*, HIPAA Privacy Officer, University of Arizona

#### Departmental

- **UNIFORM GUIDANCE: HOW TO COMMUNICATE THE CHANGES TO YOUR PIs**
  - **Lead presenter**: Samantha Westcott*, Manager, Sponsored Projects Team, Children’s Hospital Los Angeles

#### Federal

- **PUBLIC ACCESS UPDATE** (Follow-up discussion to the Concurrent Session, held Tuesday at 8:30 am)
  - **Lead presenter**: Stephanie Scott*, Communications and Outreach Director, Office of Sponsored Projects, Columbia University

#### International

- **HOW TO MAKE THE RUN OF THE HOUSE - INTERNAL CONSULTING SERVICES TO FOSTER INTERNATIONAL PROGRAM PARTICIPATION**
  - **Lead presenter**: Bruno Woeran*, Special Advisor, EU Research Programmes Manager, Lappeenranta University of Technology
  - **Tiina Berg**, Senior Research Funding Advisor, University of Helsinki
Many attendees are often tasked by their managers, researchers, and colleagues with finding an answer to a burning question at their institution. With the Office Hours sessions, we are creating an opportunity to obtain answers to those questions by subject matter experts in a one-on-one setting. The expert will be able to share their thoughts and advice directly with the individual. For attendees, this is a great opportunity to learn, ask questions, and meet some of NCURA’s esteemed members.

**FEDERAL CONTRACTING**

David Mayo*, Director of Sponsored Research, California Institute of Technology
John Hanold, Associate Vice President for Research and Director, Office of Sponsored Programs, The Pennsylvania State University

### Tuesday Night Event

This year, we’re going global with a fun summer evening along the French Riviera. In addition to food, wine, music, dancing and activities for the kids, enjoy Monte Carlo casino-gaming (with proceeds going to the NCURA Education Scholarship Fund), with a French café spot for those who prefer quieter spaces.

In keeping with the theme, there will be a live celebration of the Cannes Film Festival, with regional presentations of their favorite movie musical number.

We’re looking forward to a fun night!
7:30 am – Noon
AM57 CONCIERGE

7:30 – 8:30 am
ANNUAL BUSINESS MEETING AND CONTINENTAL BREAKFAST

8:30 – 10:00 am | Spark Session

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Presenter(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30 – 8:50 am</td>
<td>DEVELOPING STANDARD OPERATING PROCEDURES (SOPs)</td>
<td>Keith Graff*, Grants Management Practice Leader, PricewaterhouseCoopers, LLP; Tomas Pereira, Manager, PricewaterhouseCoopers, LLP</td>
</tr>
<tr>
<td>9:00 – 9:20 am</td>
<td>SUBRECIPIENTS AND NEW UNIFORM GUIDANCE</td>
<td>Anita Mills*, Senior Solutions Consultant, Evisions</td>
</tr>
</tbody>
</table>

8:30 – 10:00 am | Concurrent Sessions

**Career Skills/Professional Development**

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Presenter(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30 – 10:00 am</td>
<td>BUILDING YOUR CAREER IN RESEARCH ADMINISTRATION/CAREER TRANSITIONS</td>
<td>Beth Seaton*, Director, Research Administration, Northwestern University; Christa Johnson, Assistant Vice Chancellor for Sponsored Research Services, Washington University in St. Louis</td>
</tr>
</tbody>
</table>

**Clinical Research/Clinical Trials**

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Presenter(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30 – 10:00 am</td>
<td>CLINICALTRIALS.GOV AND CHANGES IN THE GUIDANCE</td>
<td>Barbara Godlew*, President and Principal Analyst, Faire LLC</td>
</tr>
</tbody>
</table>

**Compliance**

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Presenter(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30 – 10:00 am</td>
<td>CONFLICT OF INTEREST - FUNDAMENTALS OF IDENTIFICATION AND MANAGEMENT</td>
<td>Vin Lacovara*, Compliance and Privacy Officer, The Catholic University of America</td>
</tr>
</tbody>
</table>
### Departmental

**KEYS TO SUCCESSFULLY DEPLOY THE SHARED SERVICES RESEARCH ADMINISTRATION MODEL**

Mark Davis*, Vice President & Partner, Higher Education and Academic Medical Centers, Attain, LLC

Martin Smith, Manager, Higher Education and Academic Medical Centers, Attain, LLC

### Federal

**WASHINGTON UPDATE**

Lisa Nichols*, Policy Analyst, Council on Governmental Relations

### Federal

**USDA/NIFA UPDATE**

Maria Koszalka*, Division Director, Policy and Oversight, USDA/NIFA

### International

**INTERNATIONAL PROJECTS: COMPLIANCE WITH THE NEW OMB UNIFORM GUIDANCE IN CROSS-BORDER PROJECTS**

William Ferreira*, Partner, Hogan Lovells, LLP

Marjorie Forster, Assistant Vice President for Research and Global Health Initiatives, University of Maryland, Baltimore

Marta Thompson, Associate, Hogan Lovells, LLP

### Post-Award

**CLOSEOUTS AND METRICS**

Tara Seaton*, Associate Director, Award Management, Arizona State University

Danielle Silvas, Grant & Contract Officer, Arizona State University

### Pre-Award

**COLLABORATIVE NEGOTIATIONS: THERE REALLY IS STRENGTH IN NUMBERS**

Susan Sedwick*, Consultant, Attain, LLC

Debbie Newton, Director of Research and Sponsored Programs, The University of Tulsa

Linda Learned, Associate Director, Awards, University of Illinois at Urbana-Champaign

### Predominantly Undergraduate Institution (PUI)

**BUILDING RESPONSIBLE CONDUCT OF RESEARCH TRAINING PROGRAMS AT PUIs**

Tony Onofrietti*, Director, Research Education, University of Utah

Dominic Esposito, Director of Grants Administration, Manhattan College

### Predominantly Undergraduate Institution (PUI)

**TAMING THE BEAST: HOW A PUI CAN BUILD AND IMPLEMENT A SUCCESSFUL EXPORT CONTROL PLAN**

Janet Goucher*, Assistant Director of Research, Illinois State University
<table>
<thead>
<tr>
<th>Time</th>
<th>Session Title</th>
<th>Presenters</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30 – 10:00 am</td>
<td><strong>Discussion Groups</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Career Skills/Professional Development</strong></td>
<td></td>
</tr>
</tbody>
</table>
|              | **GETTING TO YES: CONFLICT RESOLUTION TIPS FOR RESEARCH ADMINISTRATORS** | Andrew Gray*, Director, Office of Sponsored Programs, University of Alaska Fairbanks  
Samantha Aleshier, Grant Management Officer, University of Alaska Fairbanks |
|              | **Clinical Research/Clinical Trials**              |                                                                           |
|              | **STREAMLINING CONTRACT NEGOTIATIONS WITH INDUSTRY** | David Hawkins*, Associate Director, Office of Sponsored Projects, University of Texas at Austin |
|              | **Compliance**                                     |                                                                           |
|              | **COMPLIANCE CRISIS: WHAT DO YOU DO WHEN SOMETHING HAS ALREADY GONE WRONG?** | Mary Louise Healy*, Associate Director, Research Administration, Krieger School of Arts and Sciences, Johns Hopkins University  
Cindy Holstein, Administrator, Krieger School of Arts and Sciences, Johns Hopkins University |
|              | **Departmental**                                   |                                                                           |
|              | **THE DRA: THE CHALLENGES OF BEING MULTIFACETED**  | Derick Jones*, Program Manager, Institute for Translational Genomics and Population Sciences, Los Angeles Biomedical Research Institute |
|              | **Departmental**                                   |                                                                           |
|              | **SHARED SERVICES MODEL**                          | Marianne Woods*, Academic Program Director, Master of Science in Research Administration, Johns Hopkins University |
|              | **Federal**                                        |                                                                           |
|              | **FDP UPDATE**                                     | Cynthia Hope*, Assistant Vice President for Research and Director, Office for Sponsored Programs, The University of Alabama  
Richard Seligman, Associate Vice President for Research Administration, California Institute of Technology |
|              | **International**                                  |                                                                           |
|              | **DISRUPTIVE INNOVATION AHEAD!**                   | Annika Glauner*, Senior Scientific Advisor and Group Leader Knowledge Transfer, ETH Zurich / University of Zurich  
Bryony Wakefield, Director, Research Unit, The University of Melbourne  
Eva Bjorndal, Team Leader, Post-Contract and Financial Compliance, Karolinska Institutet |
8:30 – 10:00 am | Discussion Groups (continued)

Post-Award
COST-SHARING
Mary Schmiedel*, Associate Dean for Research Administration & Director, Office of Sponsored Programs, Georgetown University

Pre-Award
PUSHING MORE PAPER OUT THE DOOR: WHAT STRATEGIES WORK AND FOR WHOM?
Robert Porter*, Owner, Grant-Winners Seminars

Predominantly Undergraduate Institution (PUI)
COMPLIANCE AT YOUR PUI: WHAT TO FOCUS ON FIRST
Julie Guggino*, Director, Research & Sponsored Programs, Central Washington University
Penny Miceli, Director of Sponsored Projects and Research, Keene State College

8:30 – 10:00 am | Discussion Group for Senior Level Administrators

Career Skills/Professional Development
CULTIVATING RESEARCH ADMINISTRATION TALENT
Megan Dietrich*, Team Lead - Gates, Stanford University
Deborah Green Michael, Engineering Research Administration - Team Lead, Stanford University
Blanca Rebuelta, Finance Services Manager, Stanford University

8:30 – 10:00 am | Senior Level Discussion

CURRENT ISSUES WITH RESEARCH ADMINISTRATION
Kim Moreland*, Associate Vice Chancellor for Research & Sponsored Programs, University of Wisconsin-Madison
Jim Luther, Associate Vice President, Finance & Compliance Office, Duke University

8:30 – 10:00 am | Office Hours

Many attendees are often tasked by their managers, researchers, and colleagues with finding an answer to a burning question at their institution. With the Office Hours sessions, we are creating an opportunity to obtain answers to those questions by subject matter experts in a one-on-one setting. The expert will be able to share their thoughts and advice directly with the individual. For attendees, this is a great opportunity to learn, ask questions, and meet some of NCURA’s esteemed members.

AUDITING
Michelle Vazin*, Director, Office of Contracts and Grants, Vanderbilt University
Timothy Reuter, Stanford University, Director, Post-Award, Office of Sponsored Research
AGENDA

Wednesday | August 5, 2015

10:00 – 10:30 am | Networking and Refreshment Break

10:30 am – Noon | Spark Session

15 – 20 minute, high energy, high deliverable offerings that will get right to the “good stuff.”

10:30 – 10:50 am
MENTORING FOR SUCCESS: “GLAD I’M HERE...I WANT TO STAY!”
Mark Dobbins*, Manager, College Business Office, University of Delaware

10:30 am – Noon | Concurrent Sessions

0 Career Skills/Professional Development

HUMAN UNIVERSALS: A CONTEXT FOR REDUCING CONFLICT AND TENSION IN THE RESEARCH ADMINISTRATION ENVIRONMENT
Laura Letbetter*, Contracting Officer, Georgia Institute of Technology

Clinical Research/Clinical Trials

PROGRAM EVALUATION FOR CLINICAL RESEARCH
Rebecca Moen*, Program Manager, CTSA, Duke University

Clinical Research/Clinical Trials

HOW TO PREPARE FOR AN FDA AUDIT
Karen Hartman*, Administrator, Research Compliance, Mayo Clinic

Compliance

SUCCESSFULLY MANAGING THE NSF OIG DATA ANALYTICS AUDIT
Ruth Boardman*, Associate Director of Audit and Compliance, Grants and Contracts Office, University of Illinois University at Urbana-Champaign

Departmental

FROM PROPOSAL DEVELOPMENT TO CLOSEOUT: A TEAM-BASED APPROACH TO RESEARCH ADMINISTRATION
Malia Schwartz*, Proposal Developer, University of Rhode Island
Karen Markin, Director of Research Development, University of Rhode Island
Winifred Nwangwu, Director of Sponsored Projects Administration, University of Rhode Island

Federal

UG IMPLEMENTATION - WHAT WE LEARNED (OMB)
Victoria Collin*, Policy Analyst, OMB
Gil Tran, Technical Manager, OMB
<table>
<thead>
<tr>
<th>Time</th>
<th>Concurrent Sessions (continued)</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:30 am – Noon</td>
<td><strong>Discussion Groups</strong></td>
</tr>
<tr>
<td><strong>Career Skills/Professional Development</strong></td>
<td><strong>Interviewing for Success</strong></td>
</tr>
<tr>
<td></td>
<td>Christa Johnson*, Assistant Vice Chancellor for Sponsored Research Services, Washington University in St. Louis</td>
</tr>
<tr>
<td></td>
<td>Beth Seaton, Director, Research Administration, Northwestern University</td>
</tr>
<tr>
<td><strong>Career Skills/Professional Development</strong></td>
<td><strong>LinkedIn: Building Your Professional Profile for Prospective Opportunities</strong></td>
</tr>
<tr>
<td></td>
<td>Anne Pascucci*, Director, Sponsored Programs, Christopher Newport University</td>
</tr>
<tr>
<td><strong>Compliance</strong></td>
<td><strong>How the Compliance Office Interacts with the Pre- and Post-Award Offices</strong></td>
</tr>
<tr>
<td></td>
<td>Lori Ann Schultz*, Director for Research Advancement, University of Arizona</td>
</tr>
</tbody>
</table>

**Federal**

- **NIH Proposal Prep**
  - Michelle Bulls*, Director of the Office of Policy for Extramural Research Administration, OPERA, National Institutes of Health

**International**

- **An International Perspective on Public Impact and Engagement**
  - Dianne Nagy*, Grant Proposal Specialist, South Dakota University

**Post-Award**

- **F&A**
  - Alex Weekes*, Principal, ML Weekes & Company, PC

**Pre-Award**

- **Research Administration: Black, White, & Whole Lot of Gray**
  - Jennifer Rudes*, Director of Research Administration, Sponsored Programs Office, State University of New York Upstate Medical University

**Predominantly Undergraduate Institution (PUI)**

- **Vetting Proposals to Submit**
  - Tammy Freeman*, Grants Specialist, Truckee Meadows Community College
AGENDA
Wednesday | August 5, 2015

10:30 am – Noon | **Discussion Groups (continued)**

**Post-Award**
PURCHASING/PROCUREMENT  
Douglas Backman*, Director, Compliance, University of Central Florida

**Pre-Award**
PROJECT MANAGEMENT: TOOLS AND TECHNIQUES FOR THE PRE-AWARD ADMINISTRATOR  
Andrew Gray*, Director, Office of Sponsored Programs, University of Alaska Fairbanks  
Samantha Aleshire, Grant Management Officer, University of Alaska Fairbanks

**Predominantly Undergraduate Institution (PUI)**
PUI RESEARCH ADMINISTRATION: BLENDING THE BALANCE BETWEEN RESEARCH ADMINISTRATION, PROPOSAL DEVELOPMENT AND POST-AWARD ADMINISTRATION  
Sabine Dillingham*, Director of Research and Sponsored Programs, St. Mary’s College of Maryland  
Albina Mikhaylova, Assistant Director, Research Development, University of North Florida  
John Carfora, Associate Provost, Research Advancement and Compliance, Loyola Marymount University

10:30 am – Noon | **Discussion Group for Senior Level Administrators**

**Pre-Award**
COACHING RESEARCHERS TO WRITE SUCCESSFUL GRANT PROPOSALS  
Robert Porter*, Owner, Grant-Winners Seminars

10:30 am – Noon | **Office Hours**

Many attendees are often tasked by their managers, researchers, and colleagues with finding an answer to a burning question at their institution. With the Office Hours sessions, we are creating an opportunity to obtain answers to those questions by subject matter experts in a one-on-one setting. The expert will be able to share their thoughts and advice directly with the individual. For attendees, this is a great opportunity to learn, ask questions, and meet some of NCURA’s esteemed members.

**PRE-AWARD**
Craig Reynolds*, Associate Director, Office of Research and Sponsored Projects, University of Michigan-Ann Arbor  
Amanda Snyder, Assistant Director, Sponsored Programs Administration, University of Maryland, Baltimore

Noon | **Conference Adjourns**