

**Tiffany Gregory**  
**University of California, Santa Cruz**  
**Nominee Statement – Regional Advisory Committee At-Large Member**

I have enjoyed my work with Region VI leadership and I would love to continue to expand my efforts. In 2022, I assisted the regional conference planning committee in Tucson, Arizona as the local liaison. While offering to continue any services needed to the planning committee, I was invited to join the leadership as Members and Volunteers Committee, New Member's Chair in 2023. It has been a pleasure to create structure and growth within this committee with monthly welcome letters, quarterly introduction to NCURA webinars and creating ways to engage new members at both the Annual and Regional conferences. I am happy to nominate or recommend one of the two committee members to continue committee leadership as Chair based on the structure I have created. With that said, I would like to express my desire to be named Regional Advisory Committee member for 2025.

DEI statement:

I am committed to helping build a strong, healthy community that reflects pay equality, personal choice, and autonomy. Inspiring base pay equity without gender and/or departmental bias is a personal priority. The actions of building a more sustainable and equitable environment are constant within my institution's mission. In addition to supporting greater autonomy especially moral independence in hopes of leading to self-directing freedom.

 06/06/2024  
Signature

Tiffany Gregory

# Tiffany A. Gregory

1-928-919-0227

[TIFFANYGREGORY76@YAHOO.COM](mailto:TIFFANYGREGORY76@YAHOO.COM)

*Profile: Articulate, results-driven visionary leader with a passion for continuous learning that demonstrates extremely strong communication and organizational skills and extensive experience identifying core solutions. Exemplary leadership results range from cross-functional collaborations and energizing business relationships to maximizing available resources. Consistently exhibits the ability to develop and maintain management controls to ensure the operational integrity of the organization. In addition, produce results through the timely implementation of programs and policies.*

## SUMMARY OF QUALIFICATIONS

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|---|--|---|
| <ul style="list-style-type: none"><li>▪ <b>Project Management</b></li><li>▪ <b>Strategic/Tactical Planning</b></li><li>▪ <b>Detail Oriented</b></li><li>▪ <b>Community Engagement</b></li></ul> | <ul style="list-style-type: none"><li>▪ <b>Organizational Development</b></li><li>▪ <b>Time Management</b></li><li>▪ <b>Complex Problem Solving</b></li><li>▪ <b>Effective Communication</b></li></ul> | <ul style="list-style-type: none"><li>▪ <b>Accounting &amp; Finance</b></li><li>▪ <b>Conflict Resolution</b></li><li>▪ <b>Event Planning</b></li><li>▪ <b>Team Building</b></li></ul> |
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## EDUCATION

- ✦ **Master of Education in Human Relations**, Northern Arizona University, Yuma, AZ, 05/2012.
- ✦ **Bachelor of Science in Business Management**, University of South Florida, Tampa, FL, 05/2008.
- ✦ **Associate of Science in Business Administration**, Hodges University, Naples, FL, 04/2006.

## PROFESSIONAL EXPERIENCE

### **Sponsored Projects Officer, Office of Research**

11/2022-Present

### **University of California**

Santa Cruz, CA

- Conduct comprehensive and in-depth analysis of incoming proposals to determine the extent of campus resource commitments, completeness, budget, and conformity to university and sponsor regulations, policies, and requirements
- Provide advice and counsel regarding sponsored projects as it relates to proposal preparation to department administrators and principal investigators
- Authorized Signatory Official for the institution
- Provide recommendations for process improvements in the reviewing of proposal documentation
- Streamline the institution's professional development and provide representation by engaging with officers and members as NCURA committee chair, volunteer and conference attendee

### **Senior Research Administrator, College of Engineering**

07/2017 to 11/2022

### **University of Arizona**

Tucson, AZ

- Worked to enhance coordination and communication with internal stakeholders and sponsors for effective preparation of complex proposal documents. Related activities include sponsor solicitation review, budget and budget justification development, preparation of compliance documents, and proposal submission to a gamut of sponsors ranging from small industries to federal agencies
- Served as a resource for principal investigators, sponsor representatives and other university officials in the review of funded and nonfunded agreement review process. Advised, assisted, and provided training to faculty and other personnel about policies, procedures, forms, laws, and regulations related to agreements and compliance documents
- Maintained knowledge of current developments in policy, laws, regulations, and best practices regulating university agreements, systems, and procedures
- Expanded project management skills by leading, planning, organizing and implementing multiple projects that had a significant impact on UArizona's strategic goals and mission
- Orchestrated department, college, and campus-wide professional events such as annual fundraisers, professional development seminars, regional conferences, and campus committee symposiums

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## ***Sponsored Projects Services Administrator, Senior 2***

10/2013 to 07/2017

***University of Arizona***

Tucson, AZ

- Reviewed, analyzed, summarized, and set up \$650 million per year of incoming contract and grant documents to the University and recommend actions
- Used multiple online systems for proposals and contracting activities such as UAccess Research, UAccess Financials, Employee and Analytics
- Interpreted and implemented rules, regulations, policies, and procedures set forth by the University and sponsoring agencies
- Advised faculty, staff and outside agencies on proposal, contract, and grant activities
- Provided strategic planning for special projects such workgroups and philanthropy for the central office

## ***Coordinator***

07/2012 to 10/2013

***A Road 2 Learning, LLC***

Tucson, AZ

## ***Tutorial Teacher/Coordinator***

10/2009 to 07/2012

Yuma, AZ

- Built effective relationships with local corporations, schools, non-profits, government organizations to identify employment opportunities and to promote the company's qualified tutors
- Responsible for planning, promotion, production and marketing for tutors and schools/companies in need of educational based youth development programs
- Conducted human resources' duties such as interviews, orientations, and trainings
- Built customized learning supports for target population and courses; worked with students, staff, and faculty to identify content or concepts that are difficult to master and help students, staff, and faculty identify means by which students could learn content successfully
- Planned, prepared, and delivered instructional activities that facilitated an active learning experience

## CAREER DEVELOPMENT/COMMITTEES/SPECIAL PROJECTS

- **2019-2022, UA Cares College of Engineering Ambassador**
  - 2019-As sole ambassador of the college, I brought about awareness of UA Cares to the departments. Created and implemented the College of Engineering's first UA Cares fundraiser. Increased contributions over 60% from the previous year.
  - 2020-Created and implemented virtual fundraiser to support remote working conditions due to Covid-19. Increased contributions by 37% from previous year.
  - 2022-Organized and led the only College of Engineering fundraiser, "Lunch for Paws".
- **2019-2022, Commission on the Status of Women, Programs and Networking Workgroup Co-Chair**
  - 2019-20 Created and organized a campus-wide organizational health training opportunity for faculty and staff that identifies team dysfunctions and increases individual growth within the work environment. 400+ attendees, online and in-person.
  - 2020-21 Hosted virtual cooking event to encourage emotional well-being, stress management and a sense of community during Covid-19.
  - 2021-22 Organized and hosted a booth at the Tucson Festival of Books for UA community outreach.
- 2018 Pre-Award Research Administration Conference (PRA)-New Orleans, LA Attendee
- 2021 NCURA Annual Meeting Attendee
- 2022 NCURA Regional VI & VII Meeting-Planning Committee Member, Presenter, & Attendee
- 2023 NCURA Level II: Sponsored Projects Administration Workshop-Denver, CO Attendee
- 2023 NCURA Region VI & VII Meeting-Planning Committee, Member Outreach Chair, & Attendee
- 2023 NCURA Region VI Chair of Membership & Volunteer Committee-Member Outreach