

Theresa Caban
University of Southern California
Nominee Statement – Region VI Board of Directors Representative

Theresa Caban has been involved in Research Administration for over 25 years and has been an active volunteer member of NCURA since 2013. Her experience began at an internationally renowned academic institution where she was indoctrinated and trained in many aspects of pre- and post-award administration. There she developed her RA abilities that extended through the creation and cultivation of international relationships and management of research lab and staff. Later, she worked for research development organizations working directly with National Security staff and Federal organizations in developing funding for special in-field research manpower needs. Theresa had an opportunity to consult with a small biologic development company along the way, and developed and devised its internal research administration structure including the development of a federally adherent financial system, roles and responsibilities, policies and SOPs. Theresa has proven her leadership abilities throughout her career path. This is especially evident when she was able to refine her teaching and training abilities while working in a hospital research capacity where she developed SPA University that created and presented research centric information to all research staff including PIs and Physicians. This proved to be a very successful and sought out program while she was with the institution.

Theresa's leadership style looks at the "Big Picture" and determines the best path forward for the greater good – a technique she picked up while working with under privileged and unrepresented youth as a teacher in New Orleans Ninth Ward. Her unique life experiences have formed her broad perspective and zest for leadership, which is especially needed during these very uncertain times. Theresa is resilient and has a great capacity to move with and understand change and its impact. Her decision making is framed by the organizations mission and goals while considering the direct impact of decisions throughout the research pipeline.

Currently, she is Principal Contract and Grant Officer, at the University of Southern California, Department of Contracts and Grants, in Los Angeles. She has served as Chair of the region, as well as a Mentor in Region VI's Lead Me Program, an educator and a member of the NCURA National Diversity & Inclusion Task Force. She has written articles, presented workshops, concurrent sessions and discussion groups. Theresa is the kind of person that people look to for support and leadership. She is always striving for the best practices and gold standards always endeavoring to share these with her peers. Throughout her career, Theresa has not hesitated to give back whenever possible. She has consistently volunteered in various ways to NCURA and other societies and memberships to which she belongs.

Theresa would take this leadership opportunity to represent our unique region, "Tundra to Tropics", to continue to advance the field of research administration through the continued promotion of knowledge, educational experiences and professional development programs while fostering regional networking, volunteer and leadership opportunities. In uncertain times, strong and practiced leadership is tantamount to continued success.

Diversity, Equity and Inclusion Statement

My goals as a leader and representative of the research administration collective is to promote the voices of all; to build a just and strong community of equality and inclusion that supports and amplifies the voices of the marginalized. While acknowledging that our fundamental core beliefs and values welcome people from all ethnicities, genders, sexual orientations, socio-economic classes, religions, disabilities and ages in everything we do.



RESEARCH ADMINISTRATOR

Theresa Caban

OBJECTIVE

Serve as liaison on administrative matters to partner organizations. Negotiate contracts and ensure that proper contracts are established with collaborators and partners.

EXPERIENCE

PRINCIPAL CONTRACT & GRANT OFFICER

University of Southern California | Los Angeles, CA | 2024 - Present

Collaborative with cross-functional teams including, finance, legal, subawards, close-out for the pre-award management of research projects within an extensive portfolio of federal, private, non-profit, state and international funders.

SR. ADMINISTRATIVE ANALYST

University of California, Irvine | Irvine, CA | 2023 – 2024

Ensured proper post-award administration of small portfolio for Dean's Office for Bioscience. Responsible for ensuring allowable costs are captured, staff effort is correct and regular monthly reporting to PIs.

DIRECTOR, CLINICAL TRIALS

Lundquist Institute | Torrance, CA | 2019 - 2022

Responsible for the Department of Clinical Trials with the Office of Research Administration. Create, review and negotiate industry sponsored clinical research and clinical trial budgets on behalf of the organization. Active member of leadership team reporting directly to Operations VP.

CONTACT

Caban, Theresa
www.linkedin.com/in/theresa-caban-5103598

EDUCATION

CAL STATE DOMINGUEZ HILLS
Master of Public Administration

CAL STATE DOMINIGUEZ HILLS
BA Linguistics

CERTIFICATIONS

Certified Research Administrator

SKILLS

Grant/Contract Negotiation



Leadership



Mentoring



Public Speaking



NCURA CONTRIBUTIONS

NCURA Magazine – NCURA

May/June 2018 – “Pre-award Turmoil: How Resilience Can Lead the Way” (Co-author)
November/December 2019 – “Using Technology to Support Novel Collaborative Teams: Is this the Future of Research Administration”
September/October 2020 – “In Hindsight: The Vision of D&I in Research Administration, Where we are, where we could have been, and where we are going” (co-author)
January/February 2021 – “GDPR and the Continuing Evolution of Data Protections”
March/April 2021 – “Inclusion Initiatives - Involvement and Being Differently-abled Inclusion for All” (Co-author)
June/July 2021 – “Has the Pandemic Provided Lasting Change for the Research Administrator?” (Co-author)
November/December 2021 – “Who Thought That Was a Good Idea? Putting Theory into Practice” (Co-author)

Presentations

Workshop Co-Presenter; **“cs72: Funding Opportunities: Best Practices for Identifying, Disseminating, and Tracking”**. NCURA, 57th Annual Meeting, Washington DC, August 2015
Presenter; **“What Language is this? The Other Agreements. Making Sense of DUAs, MTA, NDAs...”**
NCURA, Western Region, Salt Lake City UT, Oct. 2015
Presenter; **“What Language is this? The Other Agreements. Making Sense of DUAs, MTA, NDAs...”**
NCURA, Western Region, Maui HI, Oct. 2016
Co-Presenter, **“Compliance Essentials for Department Research Administrators”**, NCURA Region VI Conference, Billings MT, 2018
Presenter, **“Healthcare Costs and the Impact on Clinical Research”**, NCURA FRA Conference, Las Vegas NV, 2019
Co-Presenter, **“Diversity in Science and Research Administration: Why it is Essential for Success”**, NCURA National Conference, Washington DC, 2019
Co-Presenter, **“That’s a BIG FOOTPRINT: the Effect of Change on Research Administration”**, NCURA Region VI Conference, Seattle WA, 2019
Co-Presenter, **“Knocking Out That Proposal: Best Practices for Industry & Foundation Submissions”**, NCURA Region VI Conference, Seattle WA, 2019
Presenter, **“Emotional Intelligence and Mindfulness for the Research Finance Professional”**, NCURA FRA Conference, San Juan Puerto Rico, 3/2020
Co-Presenter, **“Professional Mastery: Understanding How to Achieve it”**, NCURA FRA Conference, San Juan Puerto Rico, 3/2020
Presenter, **“Lost in Translation: Bridging the Language Barrier in Cross-Country Research Agreements”**, NCURA National Conference (Virtual Experience), 8/2020
Co-Presenter, **“Auditing Clinical Trials: Go Boldly Forth!”**, NCURA 22nd Annual Financial Research Administration (FRA) Virtual Conference, 3/2021
Co-Presenter, WORKSHOP, **“Leading Organizational Change from a Human-Centered Approach”**, NCURA AM63 Annual Meeting, Washington DC, 8/2021
Co-Presenter, **“Contracting & Budget Building from a Hospital and Non-profit Perspective”**, NCURA Big Regional Virtual Meeting (RVI, RVII, RII) 10/2021
Presenter, Panel Discussion, **“International Research: Understanding the Language of cooperation”**, NCURA Region VI/VII Meeting, TUSCON AZ, OCT 2022

LeadMe Mentor January 2015 – 2020

Research Advisory Committee (RAC), 2018 – 2019

EPDC Member, 2019 – 2021

National Task Force, Diversity and Inclusion, 2020

Region VI Chair-Elect, 2021, **Region VI Chair, 2022**, Past Chair 2023

National Co-Chair Clinical Tract for AM64 National Conference in Washington DC 2022