

Region 6 and 7 Regional Meeting

Newport Beach, CA

Region VI Business Meeting, April 20th 2010

- I. Call to Order – Welcome, Sinh Simmons Chair
- II. Introductions
 - a. Regional officers introduced– Julie Guggino, past-chair; Csilla Csaplar, Treasurer, Maggie Griscavage, Secretary.
 - b. Regional officers-elect introduced: Jeri Muniz, Chair-elect 2011, Michiko Pane, Treasurer-elect 2011, Joseph McNicholas, Secretary-elect
 - c. National officers: Georgette Sakumoto, John Carfora (absent), Dan Nordquist (absent), Bruce Morgan, and Latasha Johnson-NCURA national office.
- III. Secretary’s report
 - a. Introduction and brief review of NCURA National Region VI Business Meeting Minutes, October 2009 – call for changes and approval
 - i. No changes, unanimous acceptance of Minutes from October 2009
 - ii. Georgette Sakumoto motioned to accept
 - iii. Mich Pane seconded
 - b. Scanning and archiving documents on Region VI website
 - i. Upload resource and historical documents onto regional officers’ website
 - ii. Mostly complete, project under way by Maggie Griscavage
 - iii. Also digitizing financial records
 - iv. Easier way to search records for future use
- IV. Treasurer’s Report
 - a. Financial Report and 2010 budget projection – provided to you. One side has figures for 2010, the other side is the financial statement to-date . Excellent financial health. Information before you does not yet include costs for this meeting.
 - b. Leisa Rodriguez motioned to accept
 - c. Seconded by Vincent Oragwam.
- V. Regional Committee Reports
 - a. Awards Committee, Kevin Stewart, chair – introduced members of the committee, recognized and applauded.
 - i. Meritorious Contribution Award – first ever award went to a deserving group of Monte Sutton, Dan Nordquist, T.C. Sutton, and Dean Webster

(Washington State University) who have made contributions to keeping our website going. (applause). Each received a plaque and tokens of appreciation.

- ii. Travel Awards – winners Becky Martinez, UCMerced and Kirsten Torguson, City of Hope. Recipients for FRA. Regional Meeting Travel awards – Ella Taylor, Western Oregon University; George Hopwood, UC Santa Barbara; Andrew Nunn-Miller, San Diego State University Research Foundation; and Stephanie May, UC Santa Barbara.
 - iii. PRA and National meeting awards nominations will be invited soon – encouraged to nominate or self-nominate.
- b. Education and Professional Development Committee, Linda Patton, chair – introduced the 2010 members of the committee – recognized and applauded.
- i. Mission: Create Mentoring Program – and provide leadership and professional development for our organization.
 - ii. Accomplishments – survey conducted for needs. Implemented the LeadMe Program, begun at the National Meeting last October. Nine mentor/mentee pairs – recognized and applauded. The program also created a social networking capability shared by mentors and mentees. Presented a ‘personal best’ program wherein the mentees identified and demonstrated their understanding of leadership. June 30 deadline for applying for the next LeadMe program.
 - iii. Region VI workshops – planning underway to provide a way to deliver on-site. One due in Washington, another in California, in 2010.
- c. Membership and Volunteer Committee, Wanda Bowen, chair – invited all the volunteers to stand and be recognized. Introduced the committee, recognized and applauded.
- i. Quarterly Newsletter concept introduced. Goal will be to reach out to members who cannot attend meetings, to keep them up-to-date and keep them involved.
 - ii. Membership Update – no record delivered, will be announced later.
- d. Nominating Committee, Ted Mordhorst, Chair – absent.
- i. Sinh Simmons delivered update: Two vacant at-large national positions are available and we seek nominations (self or chosen nomination). Deadline is May 21st, and can contact Ted. Also available, position of vice-president/president elect – nominate or self-nominate due May 21st.
 - ii. Regional positions will be open this summer. Chair, treasurer and secretary for 2012.

VI. National Committee Updates

a. Georgette Sakumoto, Regional Representative:

- i. Board of Directors, NCURA, update. Region 6 is well represented on the National Board. Met in person in January, 2010, and conducted teleconf April 8th. Issues regarding the association fiscal year discussed to change the range of the year start-end date. Will retain it on a calendar year.
- ii. National meeting Oct 31 – Nov 3rd. Will be back at the Hilton Washington this year – please plan to attend. Preliminary program should be out by May 18th.
- iii. FRA XI meeting exceeded planned number of attendees by 200.
- iv. PRA coming up in July 19 – 21 in Providence RI.
- v. International commission created an Ambassador core – to handle our international collaborations with European research administrators, plus Japan.
- vi. International fellowship program – ten fellows visited the U.S. We hope to send fellows to European universities – second call went out because there are positions still open.
- vii. Masters degree in RA program offered for a second opportunity to host at your university.
- viii. National will be working on a national office web redesign. Committee is recruited and approved.
- ix. Contract with the Washington Hilton is extended to 2012 to give the national office an opportunity to research our needs for out years (larger venue, more meeting rooms, etc).

b. Nominating and Leadership Development Committee, John Carfora. Absent, due to force majeure (Iceland volcano stops travel back from Europe)

c. Professional Development Committee. Dan Nordquist report – by Sinh Simmons.

- i. The review of an already existing on-line intellectual property training to see if NCURA can implement it within our organization.
- ii. Analyzing NCURA Podcasting and how best to move it forward to our community as a learning tool.
- iii. Ongoing discussions on how to fully implement the NCURA National Evaluation Committee.
- iv. Putting together a team to update NCURA's Clinical Trials Monograph.
- v. Two more "Direct to DVD" programs underway:
 - a. Building a Culture for Scholarship at a PUI: The Role of the Research Administrator (Steve Hansen, Jerry Pogatshnik, and Cindy White)

- b. Guiding the Principal Investigator through Proposal Submission and Award Management (Denise Wallen, Beth Seaton, and Bruce Morgan)
 - vi. Threaded Delivery Programming (TDP) will soon be piloted based on the recent and upcoming "NCURA T.V." topics.
 - vii. The PDC has ongoing activities, i.e., coming up with the 2011 NCURA T.V. Topic ideas, promoting and selecting NCURA Traveling Faculty, and our connection to the Standing PDC Subcommittees - Evaluation, Neighborhoods, NCURA Magazine, and the Research Management Review.
- VII. Old Business
 - Appreciation given to past officers. Presented gift of appreciation to past-chair Julie Guggino. Accepted with thanks. Anne Hannigan and Sue Abeles, 2009 past officers, will receive their gifts via delivery.
- VIII. New Business
 - a) Spring Meeting, 2012. Meeting has been proposed for Hawaii. Site selection committee has been established. Suggestions solicited; noted that California still has difficult financial situations and Hawaii may not be viable. Similarly, Hawaii travel still may be difficult. Membership recommended a backup hotel site and contract be established in case the economy doesn't come back. Palm Springs or Las Vegas suggested by the membership.
 - b) Tim Edwards, Region 7 chair-elect, is working with Tucson, AZ, Chamber of Commerce to get a host site for next year. Has seven bids ranging from resorts to in-town hotels. Dates have not been set yet, but Region 7 anticipates April, 2011. Sinh Simmons asks for both regions to set a date as quickly as possible so members can plan and request funding.
- IX. Adjourn
 - a. Moved to adjourn by Joseph McNicholas
 - b. Seconded by Csilla Csaplar.

Minutes taken by Maggie Griscavage, Secretary