


National Council of Research Administrators							
							
"FINAL" PROGRAM							
Regions VI, VII & VIII Meeting							
Maui, Hawaii – October 1-5, 2016							
Saturday, October 1, 2016							
Morning Workshop Attendees – Continental Breakfast: 7:15 AM to 8:15 AM (Ilima 23)							
Workshops - Full Day workshop							
Workshops - : 8:30 PM to 12:00PM							
WA	Senior Leadership workshop	Full-Day -Morning	Workshop	<p>This interactive full day workshop is targeted for individuals who are in leadership positions at their institution, or aspire to move toward entering into a leadership role in their near future. A mixture of lectures, exercises and interactive discussions will provide insights into building and enhancing skills for strategic management and advancement in a rapidly changing workplace world. Topics will include: Identifying and acknowledging leadership skills, Leadership Vs. Management, The Changing Workplace, Strategic and Succession Planning Thriving Workplace Initiatives and Engagement. Join us as we explore the areas so critical in building and maintaining strong leadership skills.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Participants will gain insight how to develop their leadership skills • Participants will take away an understanding of the difference between leadership and management • Participants will be better informed on the impacts a changing workforce has on employee expectations and morale and how that may translate into planning activities. 	Pikake 1/2	25 / Rounds	Marianne Woods, Johns Hopkins University Dennis Paffrath, University of Maryland Baltimore, Georgette Sakumoto, University of Hawaii Pam Whitlock, University of North Carolina at Wilmington
WB	Working with Industry: A full Day Exploration of University & Industry Research Collaboration (ICON Collaboration)	Full-Day -Morning	Workshop	<p>This full day workshop will cover the entire life cycle of an industry sponsored research engagement at a university, including developing the relationship with the company, negotiating terms and conditions, project management and invoicing, and close-out. The presenters will guide the participants through the journey of an industry-sponsored research project from cradle to grave. The workshop will explore what is unique and different about working with industry at the different stages in the life cycle, including:</p> <ul style="list-style-type: none"> •Pre-proposal – Will include discussion of non-disclosure agreements (NDAs) and/or material transfer agreements (MTAs) that may be needed, advising PIs and companies on University policies and practices, and facilitating discussions between the company and University; •Proposal Submission – Will explore the differences between submitting a proposal to a for-profit company and a traditional sponsored research proposal (including when, and if, the sponsor even wants one), and the potential budgeting differences; •Initial Contract Award – Will explore the key issues and fundamental disconnects in university-industry relations in-depth, including contract review and negotiation, sample challenging clauses, and negotiation strategies; •Post-Award – Will discuss industry-specific post-award concerns such as navigation and management of disputes, early termination, invoicing and payment, and even concurrent IP license relationships with the same company. The primary target audience will be newer contracts officers who work in industry-sponsored research, however, all are welcome. 	Maile 1/2	15 / Classroom	Sally O'Neil, Stanford University; Mora Mattingly, UC San Francisco; Kate Lewis, UC Berkeley; Sherylle Mills Englander, University of California, Santa Barbara; Eric Giegerich, University of California, Berkeley
Afternoon Workshop Attendees – Lunch: 12:00 PM to 1:00 PM (Ilima 23)							
Workshops - afternoon: 1:30 PM to 5:00PM							
WA	Senior Leadership workshop	Full-Day - Afternoon	Workshop	<p>This interactive full day workshop is targeted for individuals who are in leadership positions at their institution, or aspire to move toward entering into a leadership role in their near future. A mixture of lectures, exercises and interactive discussions will provide insights into building and enhancing skills for strategic management and advancement in a rapidly changing workplace world. Topics will include: Identifying and acknowledging leadership skills, Leadership Vs. Management, The Changing Workplace, Strategic and Succession Planning Thriving Workplace Initiatives and Engagement. Join us as we explore the areas so critical in building and maintaining strong leadership skills.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • Participants will gain insight how to develop their leadership skills • Participants will take away an understanding of the difference between leadership and management • Participants will be better informed on the impacts a changing workforce has on employee expectations and morale and how that may translate into planning activities. 	Pikake 1/2	25 / Rounds	Marianne Woods, Johns Hopkins University Dennis Paffrath, University of Maryland Baltimore, Georgette Sakumoto, University of Hawaii Pam Whitlock, University of North Carolina at Wilmington
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Sunday, October 2, 2016							
Morning Workshop Attendees – Continental Breakfast: 7:15 AM to 8:15 AM (Haleakala 1 Gardens)							
Workshops - Morning: 8:30 AM to 12:00PM							

W1	Essentials of Research Administration for Department Administrators	Full-Day -Morning	Workshop	<p>As a departmental research administrator, you are the first person investigators approach with questions, the go-to for problem solving, and the best placed to ensure adherence to policy while also facilitating successful research endeavors. Our roles are complex and broad and we work in a fast-paced environment. Departmental research administrators need to have a strong understanding of pre-award processes, post-award management of financials, and be aware of the various compliance issues that touch research. This workshop will guide you in navigating federal regulations, institutional policies and procedures; teach you the financial aspects of research administration and familiarize you with compliance issues such as institutional review board requirements, audit risks, conflict of interest, to name a few. We will also describe best practices for working with faculty and research staff, sharing stories and lessons learned, and will offer tools for learners to take back to the job. We will help you define your success by increasing your technical knowledge and teaching you how to be savvy in working with a diverse workforce. We will also share our experiences of how networking with colleagues who can be mentors and advisors has facilitated professional growth.</p> <p>Learning objectives:</p> <ul style="list-style-type: none"> • gain a broad understanding of federal policies and how they get implemented • learn how to navigate policies and find solutions/answers • learn best practices for working with researchers and with colleagues 	Hibiscus 1/2	30 / Classroom	Lead: Jennifer Cory, Stanford University Jennifer Cory, Director of Research Administration, Department of Pediatrics, Stanford University Gareth Evans, Research Administration Manager, Department of Pediatrics, Stanford University Sinnamon Tierney, Assistant Director Departmental Research Administration, Research & Strategic Partnerships, Sponsored Projects Administration, Portland State University
W2	Sub awards and Sub-recipient Monitoring	Full-Day -Morning	Workshop	<p>This full-day workshop will explore the full cycle of subawards and subrecipient monitoring, a complex, shared responsibility that begins at the time of proposal development and extends throughout the life of the subaward. The workshop will focus on sharing tips, strategies and practical guidance covering the full scope of responsibilities from departmental administrators and central office perspectives. It is designed to introduce the topic to newcomers, as well as provide comprehensive tools regardless of your role at the institution. Through discussions, case studies and exercises, participants will work through implementation strategies, approaches and solutions in areas of pre-award risk analysis, as well as post-award monitoring.</p> <p>Learning objectives:</p> <ul style="list-style-type: none"> • Understanding requirements associated with subawards • Understanding subrecipient monitoring responsibilities • Strategies for addressing day-to-day monitoring issues • Strategies for addressing central monitoring responsibilities • Utilizing tools for management and risk assessment 	Plumeria 3	30 / Classroom	Michiko Pane, Director of Pre-Award Operations, Office of Sponsored Research, Stanford University Laura Register, Subrecipient Monitoring Officer, Office of Sponsored Research, Stanford University Lisa Jordan, Senior Subcontract Administrator, SRI International
W3	Pre-Award Basics	Half-Day	Workshop	<p>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. Throughout the pre-award phase, research administrators are consistently challenged with ever changing rules and regulations related to a countless number of topics, including proposal submission, conflict of interest, use of animals in research, and export controls, just to name a few. In this workshop, we will investigate the general regulations governing sponsored research and how to 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.</p> <p>Learning Objectives: Articulate the various stages and activities associated with the pre-award phase of the sponsored projects lifecycle.</p> <ul style="list-style-type: none"> • 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. 	Pikake 3	30 / Classroom	Dennis J. Paffrath, Assistant Vice President, University of Maryland, Baltimore Denise Clark, Associate Vice President, University of Maryland, College Park Vicki Krell, Assistant Director, Research Advancement, Arizona State University Cheryl Lee, Director, Research Advancement, Arizona State University
W4	Compliance Basics 101 (IRB, IACUC, IBC, COI)	Half-Day	Workshop	<p>Are you new to the world of compliance and looking to understand the basics? This workshop will provide an introduction to the primary areas of the compliance landscape: Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC), Institutional Biosafety (IBC), and Conflicts of Interest (COIs). The interactive workshop will include case studies, discussions, lessons learned and exercises to help understand the regulations governing these areas that are the cornerstones of non-financial compliance.</p> <p>Learning Objectives:</p> <ul style="list-style-type: none"> • 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; and • Participants will be able to identify project activities that may require a compliance review. 	Ilima 2/3	30 / Classroom	Deb Murphy, Director, Office of Knowledge Enterprise Development Operations, Arizona State University and Debbie Shaver, University of Idaho
W5	Financial Management of Sponsored Awards: Secrets Revealed to Department Administrators	Half-Day	Workshop	<p>Financial research administration responsibilities can be overwhelming. The process of managing a grant once funded and properly closing it out when it ends are the day-to-day activities that department administrators struggle with. This session will introduce best practices that will assist department administrators with post award administration. Topics will include award reconciliation, allowable, allocable and reasonable costs, effort reporting, financial status reports, cost transfers, closeout of awards, and much more.</p> <ol style="list-style-type: none"> 1. Identify what are the key important financial components in managing research awards 2. Provide financial tools and techniques to assist with award reconciliation 	Maile 3	30 / Classroom	Tolise Miles, Training Development Specialist, University of Colorado Rashonda Harris, Associate Director, Office of Finance, Emory University Fannie Cruz Walton

W6	GO4IT: Strategic Decision Making to Optimize Success	Half-Day	Workshop	<p>Does the thought of making a strategic decision create within you “analysis paralysis”? Are you overwhelmed by many of the decisions of life? You are not alone! Decision-making can be challenging but there is real help here.</p> <p>The goal of this workshop is help you learn to make strategic decisions that will further your personal and professional development by advancing your critical thinking skills, organizing your thoughts, increasing your self-confidence and optimizing your success!</p> <p>This workshop will provide:</p> <ul style="list-style-type: none"> • Understanding of the barriers, errors, and habits that hinder decision-making; • Learning of what type of decision-maker you are with the Thinking Through Decisions Survey created by the presenter for her dissertation; • Knowledge of the five stages of decision-making; • Comprehension and application of five strategies for decision-making; • Mining for gems from a real life case study • Practice utilizing the strategies in both personal and professional contexts; • Handout with all the good stuff you need, references, and resources. <p>Designed to be interactive and practical, this workshop will give you the strategies to guide your behavior to decisive action at times when it really counts. Come be empowered!</p>	Maile 1/2	30 / Classroom	Janis Morey Naugle, Ph.D., Research Advancement Administrator, School of Mathematical & Statistical Sciences, Arizona State University
W7	Uniform Guidance 101	Half-Day	Workshop	<p>How does the consolidation of the OMB Circulars into a government-wide Uniform Guidance affect research administration at colleges and universities? Has the “super-circular” made federal assistance 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 in 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 Uniform Guidance into their own administrative requirements.</p> <p>Learning objectives:</p> <ul style="list-style-type: none"> • 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 awards administration. 	Pikake 1/2	30 / Classroom	Glenda Bullock, Washington University School of Medicine in St. Louis Brenda Kavanaugh, University of Rochester David Lynch, Children’s Hospital of Oakland
W8	Deep Dive into Contract Clauses and Negotiations	Half-Day	Workshop	<p>The legal terms of a contract for sponsored research can be exceedingly complex and contain a multitude of competing concerns that need to be addressed. With so many moving parts in a contract, it can be very challenging to comprehensively assess and address all of the legal, financial, programmatic, and administrative obligations to satisfy both parties – a challenge that is faced by all universities with all sponsor types. This workshop will help attendees hone their skills at breaking down a contract into its primary components and addressing the issues that need to be resolved. The topics of intellectual property, publication, termination, regulatory compliance, remuneration and more will be discussed, where the perspectives and considerations of the different sponsor types (US Federal, non-profit, and private sector) will be explored. Specific examples of clauses based on topic and sponsor type will be reviewed and discussed.</p> <p>Learning Objectives:</p> <ul style="list-style-type: none"> • Participants will learn about the varying contract mechanisms used for research funded by different types of entities • Participants will gain perspective in understanding the unique challenges in review and negotiation of contract terms based on types of sponsoring entity (Federal, non-profit, industry) • Participants will learn strategies and best practices for drafting, redrafting, and negotiating contract clauses to meet the needs of the parties 	Plumeria 1/2	30 / Classroom	Kevin Stewart, Associate Director, Industry Contracts, University of California, Santa Barbara Nancy Lewis, Director, Sponsored Projects, University of California, Irvine
Afternoon Workshop Attendees - Lunch: 12:00 PM to 1:00 PM (Afternoon workshop attendees only) Haleakala 1 Gardens Workshops - Afternoon: 1:30 PM to 5:00 PM							
W1	Essentials of Research Administration for Department Administrators	Full-Day - Afternoon	Workshop	<p>As a departmental research administrator, you are the first person investigators approach with questions, the go-to for problem solving, and the best placed to ensure adherence to policy while also facilitating successful research endeavors. Our roles are complex and broad and we work in a fast-paced environment. Departmental research administrators need to have a strong understanding of pre-award processes, post-award management of financials, and be aware of the various compliance issues that touch research. This workshop will guide you in navigating federal regulations, institutional policies and procedures; teach you the financial aspects of research administration and familiarize you with compliance issues such as institutional review board requirements, audit risks, conflict of interest, to name a few. We will also describe best practices for working with faculty and research staff, sharing stories and lessons learned, and will offer tools for learners to take back to the job. We will help you define your success by increasing your technical knowledge and teaching you how to be savvy in working with a diverse workforce. We will also share our experiences of how networking with colleagues who can be mentors and advisors has facilitated professional growth.</p> <p>Learning objectives:</p> <ul style="list-style-type: none"> • gain a broad understanding of federal policies and how they get implemented • learn how to navigate policies and find solutions/answers • learn best practices for working with researchers and with colleagues 	Hibiscus 1/2	30 / Classroom	Lead: Jennifer Cory, Stanford University Jennifer Cory, Director of Research Administration, Department of Pediatrics, Stanford University Gareth Evans, Research Administration Manager, Department of Pediatrics, Stanford University Sinnamon Tierney, Assistant Director Departmental Research Administration, Research & Strategic Partnerships, Sponsored Projects Administration, Portland State University

W2	Sub awards and Sub-recipient Monitoring	Full-Day - Afternoon	Workshop	<p>This full-day workshop will explore the full cycle of subawards and subrecipient monitoring, a complex, shared responsibility that begins at the time of proposal development and extends throughout the life of the subaward. The workshop will focus on sharing tips, strategies and practical guidance covering the full scope of responsibilities from departmental administrators and central office perspectives. It is designed to introduce the topic to newcomers, as well as provide comprehensive tools regardless of your role at the institution. Through discussions, case studies and exercises, participants will work through implementation strategies, approaches and solutions in areas of pre-award risk analysis, as well as post-award monitoring.</p> <p>Learning objectives:</p> <ul style="list-style-type: none"> • Understanding requirements associated with subawards • Understanding subrecipient monitoring responsibilities • Strategies for addressing day-to-day monitoring issues • Strategies for addressing central monitoring responsibilities • Utilizing tools for management and risk assessment 	Plumeria 3	30 / Classroom	Michiko Pane, Director of Pre-Award Operations, Office of Sponsored Research, Stanford University Laura Register, Subrecipient Monitoring Officer, Office of Sponsored Research, Stanford University Lisa Jordan, Senior Subcontract Administrator, SRI International
W9	Post-Award Basics	Half-Day	Workshop	<p>This workshop will focus on the daily operations of a Post Award Financial Administrator and managing the many facets of sponsored projects. Discussion will focus on invoicing and collections issues as well as managing overspending on sponsored projects, cost transfers, and reasonable, allowable and allocable costs. You will learn how to prepare for a review or audit of these same issues and much more. Come join us for a lively discussion on the challenges and lessons learned.</p> <p>Learning Objectives:</p> <ul style="list-style-type: none"> • Participants will acquire information and techniques to effectively manage the day to day activities of post award sponsored projects. • Participants will examine the roles and responsibilities of key stakeholders in post award administration. 	Pikake 3	30 / Classroom	Lead: Albana Cejne, Temple University, RaShonda Harris, Emory University
W10	We're in This Together: Communicating & Partnering with Faculty for Compliance Success	Half-Day	Workshop	<p>This half-day workshop will cover intermediate to advanced topics in research administration and compliance with emphasis on communication partnership strategies for administrators working with research faculty. Discussions will include a review of departmental level administration and faculty partnerships, as well as the more compliance-driven relationships faculty have with central administrative offices and units. Specific topics will be chosen based upon the interests of the participants, but may include: financial conflicts of interest, research ethics, research partnerships with industry (including SBIR/STTR), subaward financial and research considerations, intellectual property, human subjects, vertebrate animal use, and administrative burden. Topics will be framed in the context of strengthening relationships between faculty and administrators. This workshop will use case studies to illustrate the complexities of the above topics and to work through practical approaches and strategies for partnering with faculty. Attendees will have the opportunity to submit their own case studies and questions prior to the workshop so that we are certain to cover the areas of highest interest. Attendees should have an intermediate to advanced knowledge of research administration policies and compliance areas.</p> <p>Learning Objectives:</p> <ul style="list-style-type: none"> • A deeper understanding of the impact their administrative oversight has on a research faculty, the department, as well as potential impacts on design, conduct and reporting of research. • Communication strategies to develop trust between administration and faculty. • Greater knowledge of the spectrum of administrative challenges faced by faculty • Central administrators will get the department perspective, and vice versa. 	Ilima 2/3	30 / Classroom	Amanda Snyder, Associate Director, Office of Sponsored Programs, University of Washington Melissa Petersen, Assistant Vice Provost for Research Compliance, Office of Research, University of Washington Tim Mhyre, PhD, Senior Grant & Contract Administrator, Office of Sponsored Programs, University of Washington
W11	Understanding Clinical Trial Agreements	Half-Day	Workshop	<p>Watch out for the fine print! Most clinical trial agreements (CTAs) contain complex legal, regulatory, financial, and administrative language that are challenging to review and negotiate. Depending on the type of clinical trial (Sponsor initiated vs. Investigator initiated), the terms such as indemnification, intellectual property, and publication will differ. In addition, with so many stakeholders involved, it is becoming increasingly necessary that the negotiator employ a skilled, informed approach with each contract</p> <p>During this workshop, presenters will provide an introduction to CTAs by discussing the major points of clinical trial agreements (CTAs) in a Sponsor initiated and Investigator initiated clinical trial. This workshop will allow participants to discuss various best practices for negotiating CTAs, engage in interactive learning exercises, and provide an opportunity for Q&A.</p> <p>Learning Objectives:</p> <ul style="list-style-type: none"> • Participants will gain perspective in understanding the unique challenges in the review and negotiation of CTAs. • Participants will learn best practices for drafting clauses in Sponsor initiated and Investigator initiated clinical trials to meet the needs of the parties. • Participants will learn to communicate positions effectively and persuasively during difficult clinical trial agreement negotiations. 	Maile 1/2	30 / Classroom	Trevor Gordon, Clinical Trials Contracts Officer, Sponsored Projects, University of Utah Tam Tran, Clinical Trials Contracts Officer, Sponsored Projects, Industry Clinical Trials, University of California Irvine

W12	I Know What you did Last Summer - Tales from the Auditor	Half-Day	Workshop	<p>The word audit conjures up many emotions: Fear, anxiety, panic. Audits can definitely be stressful. And why wouldn't they be with someone scrutinizing and evaluating your work. If you've never been through an audit you may focus on the horror stories you've heard that resulted in potentially horrendous outcomes. The basis of fear is often not knowing what to expect. What are the auditors doing? Why? What are they looking for? What do I do? As Sir Francis Bacon said "Knowledge is power. The more one knows, the more one will be able to control events."</p> <p>In this workshop we will journey into the world of audit and hopefully reduce the dread and worry. Your guides are two seasoned auditors with over 25 years of combined experience coordinating External Audits in a University setting. We will share plenty of research related audits stories (including the horror of it all), crack the audit mystique, and explore tips and strategies for how you can prepare for an audit. You will walk away with enough knowledge about audits to dispel the fear and increase your confidence, and a valuable list of Ten Things to know before the auditor shows up.</p> <p>Learning Objectives:</p> <ul style="list-style-type: none"> • What to expect during an audit • Frequently audited items (as related to research funding) • Red flag warnings • How to prepare for an audit and • Tips and strategies for responding to auditors. 	Pikake 1/2	30 / Classroom	Amy Holzman, External Audit Coordinator, University of California, Davis Gwen Hering, External Audit Coordinator, University of California, Los Angeles
W13	Designing and Implementing Comprehensive Research Education & Training Programs	Half-Day	Workshop	<p>In this highly interactive workshop, best practices for developing effective research administration education and training programs for faculty, professional staff members, postdoctoral scholars, and students will be presented. Key topics and materials for inclusion in pre- award, post-award, clinical research and responsible conduct of research (RCR) curriculums will be described. The process of planning and structuring classes and presentations will be explained including guidance, tips and strategies for effective communication to a variety of adult learning styles. Information for integrating different content formats into effective online training modules and web resources will be illustrated. Discussion will include examples of "what works" and "what does not work" with demonstrations of successful assessment, certification and course tracking systems. Attendees will participate in small group and "hands-on" activities to further enhance the workshop learning experience and to provide practical subject matter and skill sets which can be directly implemented at their institutions.</p> <p>Learning objective:</p> <ul style="list-style-type: none"> • Attendees will better understand how to prepare effective training materials, content development, implementation strategies and instructional technologies for enhancing research education and training programs. • Attendees will learn practical tips and techniques for managing, tracking, assessing and documenting RCR training and certification programs for a variety of research constituencies. 	Maile 3	30 / Classroom	Tony Onofrietti, Director of Research Education, University of Utah Danny Trujillo, Project Coordinator, University of Utah
W14	NCURA 101: Roadmap to Professional Development and Leadership (No Fee)	Half-Day	Workshop	<p>Looking to elevate your career? This free workshop is geared toward new and returning members of NCURA. The workshop will provide an overview of the organization as well as an introduction to the resources and tools available to members. We will also discuss opportunities for volunteerism and leadership development and their positive impact on career development and advancement. Join us for this overview of the programs, resources, services and opportunities your professional society provides that can help you reach the next level.</p> <p>Learning objective:</p> <ul style="list-style-type: none"> • Explore the resources, tools and benefits of NCURA membership. 	Plumeria 1/2	30 / Classroom	Lead: Derick Jones, Los Angeles Biomedical Research Institute, Matthew Kirk, Cedars Sinai

Welcome Reception 6:00pm- 7:30pm

Monday, October 3, 2016

Morning Yoga on the Beach with Tara Bishon: 6:15 AM to 7:15 AM (Wailea Beach)

Continental Breakfast: 7:00 AM to 8:00 AM (Haleakala 1 Gardens)

New Emeritus Lead/Me Breakfast: 7:00 AM to 8:00 AM (Lagoon Overlook)

Traditional Hawaiian Blessing from Kainoa Horcajo, Grand Wailea's Hawaiian Cultural Ambassador: 8:05am to 8:15am (Haleakala Ballroom)

Conference Welcome and Keynote Address (Phil Gwoke): 8:15 AM to 10:15 AM (Haleakala Ballroom)

Keynote	Bridging Generations, Sponsored by Los Angeles Biomedical Research Institute at Harbor UCLA		Keynote	<p>PHIL GWOKE'S LIFE MISSION IS TO HELP PEOPLE EXCEL AND BRING OUT THE BEST IN EVERY GENERATION.</p> <p>He is a passionate generational expert that is skilled in developing strategies to improve inter-generational communication and collaboration. As an internationally recognized speaker, Phil has presented in 20 different states to over 100,000 people. Before becoming a speaker he pursued his passion to help people be their best selves as a high school teacher, college admissions professional, marketing coordinator, corporate trainer and even small business owner. He has maintained strong ties to his local community as a mentor and consultant to young entrepreneurs, and brings his diverse background and skill-set to the BridgeWorks team.</p> <p>Phil is one of BridgeWorks' resident Gen Xers, and brings his unique humor, experiences, research, and generational expertise to every keynote, workshop and training session he delivers. He is a firm believer that with the proper motivation, training and support system, members of any generation can become capable of remarkable accomplishments. With his down-to-earth, relatable style and dedication to presenting research in a digestible, entertaining way, Phil has become a fast favorite with audiences around the country. BridgeWorks has been dedicated solely to the study of generational differences since its inception in 1998 and is the company that wrote the best-selling books When Generations Collide: Who They Are. Why They Clash. How to Solve the Generational Puzzle at Work (2003, HarperCollins) and The M-Factor: How the Millennial Generation is Rocking the Workplace (2010, HarperBusiness). BridgeWorks has worked with clients varying from the AARP to MTV and over 30 Fortune 100 companies in between.</p> <p>Long before becoming a BridgeWorks Gen Exert, Phil owned and ran a coffee shop in Minneapolis. He's the proud father of a recently graduated Gen Edger, and is adjusting to life as an empty-nest Gen Xer.</p>	Haleakala 1		Phil Gwoke, Bridgeworks
Morning Networking and Refreshment Break: 10:15AM to 10:30AM (Haleakala 1 Gardens 1) Sessions 10:30 AM to 12:00 PM							
Leadership and Professional Development	So you want to be an AVP/AVC	Intermediate	Concurrent Session	<p>So you want to be an AVP/AVC? Well let's find out. Our group wants to share several topics with you that may either scare you away or make you embrace the challenge! We want to tell you about some of the significant projects we oversee or are heavily involved with, including "a typical week" - it's actually hard to define a typical day because we don't have those, so a week timeframe is better picture. Of course it's always important to communicate what we LOVE about our jobs but also what we don't love as much (some call these things icky). Lastly, we want to describe our path to becoming an AVP/AVC - hard, easy, rocky, slippery, fun, not-fun, etc. It will be GREAT... I know it will, I want it to, I hope it is. Come and check it out.</p>	Ilima 2/3	75 / Theater	Lead: Dan Nordquist, Washington State University
Sponsored Program Development and Foundations	Moving into Leadership in Research Administration	Intermediate	Concurrent Session	<p>In our course, "Moving into Leadership in Research Administration", we will share our stories describing our journeys into Leadership. We will look at the characteristics of leadership, relationships, the five practices of exemplary leadership, and leadership styles to help uncover your inner leader. The course will also reveal the importance of the role others play in your leadership strategy while building your team, the importance of communication and managing conflict.</p>	Pikake 1/2	75 / Theater	Lead: Theresa Caban, Kaiser Permanenta and Sean Williams, California State University, East Bay
Pre-Award	Building Proposal Budgets 101: Basic Concepts, Policies and Solicitations	Basic	Concurrent Session	<p>Uniform Guidance, allowable, budget cap, allocable, direct costs, cost principles, institutional policy, reasonable, award terms, indirect costs, program solicitations, F&A rate agreement . . . what do all these things have in common? Proposal budgets. In this interactive session, we'll dive in to all of these terms and more, looking at the basic concepts for building budgets and the various policies that govern them. We'll look at real life budget examples, how to handle questionable costs, and tips for last minute budget requests.</p> <p>Learning Objectives: Participants will understand the role of budgets in proposals and awarded projects Participants will have a better understanding of policies and concepts that govern proposal budgets Participants will learn to build and review a proposal budget, with a focus on NSF and NIH</p>	Maile 1/2	75 / Theater	Lead: Alexa Van Dalsem, Beth Kingsley, Denver Health and Hospital Authority
Post-Award	Maximizing the Facilities Component of the F&A Rate	Intermediate	Concurrent Session	<p>What creative ideas can your institution use to boost its F&A rate? This session explores techniques to maximize the uncapped facilities component of the F&A rate. We will also delve into the new UCA Calculation and how you can expect it to affect the F&A rate at your institution. Participants will learn various techniques that identify and allocate costs to maximum benefit to the F&A rate, based on the experience of institutions nationwide. Learn the creative techniques used to identify and allocate costs for the benefit of your institution's F&A rate.</p>	Pikake 3	40 / Theater	Lead: Anne Feuerborn
Compliance	U.S. Export Controls Regulations and International Agreements	Advanced	Concurrent Session	<p>We typically think about how to manage export control regulations domestically - are we exporting something, are we receiving or creating something export controlled? What happens when your sponsor and collaborator are both outside the US? Or your PI is taking his equipment from Japan to China? Should we expect our foreign sponsor to identify any information they are providing that is controlled under U.S. export controlled regulations? This session will focus on export controls as they relate to international agreements and activities and the practical implications.</p>	Haleakala 3	100 / Theater	Lead: Brittany Whiting
Departmental	Financial Forecasting for the Departmental Administrator	Intermediate	Concurrent Session	<p>Forecasting is a decision-making tool used by many businesses. The session will focus on the advantages of financial forecasting for the Department Administrator. Specifically, how can financial forecasting help you and your PI on a project-by-project basis? How can financial forecasting help the Department Chair analyze a PI's short-term and long-term sustainability? Last, but not least, how can financial forecasting and analysis help a Department Administrator in their planning and budgeting process for the department's outlook as a whole?</p>	Maile 3	40 / Theater	Lead: Jay Graham, Stanford University, Gina Langfield, University of Colorado Health Sciences Center

PUI	Effective Presentations	Intermediate	Concurrent Session	As a research administrator and NCURA member, you may often be called upon to explain issues surrounding sponsored research and the administration of grants and contracts. Yet these skills may be different than those necessary to serve effectively as NCURA discussion leaders, panelists, or workshop faculty. Integrating adult learning theory and techniques into presentations can make the difference between attendees surfing the Web on their smart phones or being fully engaged. This workshop will discuss effective presentation styles and techniques and explore the complexities of team presentations, particularly those that involve colleagues from other institutions and even around the globe. We also will clarify the different types of NCURA presentations and their varying roles and duties. <ul style="list-style-type: none"> Participants will learn presentation and training techniques tailored to adult learning Participants will learn the various types of NCURA presentations and receive strategies for presenting in each venue. Participants will learn how to develop a presentation with multiple presenters and with colleagues from other institutions and around the globe 	Hibiscus 3	40 / Theater	Lead: Tricia Callahan, Miami University, Sue Kelch
International	Developing the PLuS Alliance: A case study in collaboration across continents	Overview	Concurrent Session	The Marie Curie Program for Individual Global Researcher Mobility is available to experienced postdoctoral researchers of all levels and of any citizenship whether or not they are currently located in the European Union. This fellowship program provides substantial funding for postdoctoral researchers to engage in 1-2 year projects of their own design at EU or non-EU institutions, and a return phase to an EU institution in case of a global fellowship for an additional year in order to integrate what they have learned. This session will be of interest to those who assist postdoctoral researchers in identifying funding opportunities, as well as those who work at non-EU institutions and whose faculty host Marie Curie Fellows.	Hibiscus 1/2	75 / Theater	Bruno Woeran, EU Affairs Manager, Merinova Oy AB Finland David Mayo, California Institute of Technology
Contracting & working with Industry	Collaboration in Action: Measuring and Improving Contracting Performance Across the University of California	Intermediate	Panel Presentation	Contracting offices face increasing internal and external pressure to improve turnaround times for clinical trial contract execution. At the same time, the proliferation of multisite studies provides opportunities for institutions to align contract negotiations and leverage one another's resources. A collaborative group of contracting leadership from 5 UC campuses formed to measure and improve contracting performance, leverage one another's resources, and streamline multisite CTA negotiations. This session will share the approaches taken and initial conclusions reached for best practices and collaborations opportunities with the larger research administration community.	Plumeria 1/2	75 / Theater	Tam Tran, Assistant Director, Industry Clinical Trials, University of California, Irvine Nate Buscher, Program Manager, UC BRAID
PUI	It's Always Something new (and Sometimes the same old Thing!)	Basic	Discussion Group	Did you ever feel like you were playing "The Gopher Hole" game at work? Solve one issue and two more emergencies pop up? This interactive session will look at issues facing PUI's and identifying strategies to deal with them. We know we have to work smarter, not harder, to successfully build our institution's grant portfolio but how is that accomplished? Sometimes, it seems just when we think we've gained control of a "hot" situation, another one ignites. Attendees will have the opportunity to learn about some activities and areas upon which to focus to build a bit of proactive preparation to prepare for growth. Discussion will include topics such as: defining roles and responsibilities, ensuring professional development is respected, capturing/coordinating information and identifying institutional strengths. By verifying your institution has addressed these areas, the process of preparing, submitting and managing sponsored projects can become a little less crisis oriented. Bring your ideas and challenges to share. Objectives: - Attendees will gain an understanding of the special challenges of managing research at a PUI - Attendees will gain knowledge about areas which are often roadblocks to smooth preparation and management of sponsored programs -Attendees will learn the advantages of developing an informed "team" across campus that can strengthen and streamline sponsored programs activities	Plumeria 3	40 / Theater	Lead: Pam Whitlock
Lunch: 12:00 PM to 1:30 PM (Haleakala 1 Gardens 1) Sessions 1:30 PM to 3:00 PM							
Leadership and Professional Development	Lead Me Final Presentations Session 1	Overview	Concurrent Session	This session is designed for the LeadMe candidates from Regions VI and VII to present their final projects for the program participation. Each of the candidates has worked all year in the program to develop a leadership project to benefit their campuses incorporating the 5 practices of successful leadership.	Maile 3	40 / Theater	Moderators: Heather Kubinec, University of California-Irvine, Matthew Kirk
Sponsored Program Development and Foundations	Compliance at the Department Level in the Age of the Uniformed Guidance	Intermediate	Discussion Group	The department level has become more challenging and complex. Because Departmental Research Administrators (DRA) are the first line of defense for compliance for their organization/institution, it is important that DRAs fully understand the importance of compliance monitoring in every aspect of their research operation. This discussion will center around compliance related challenges for the DRA, touching on topics such as IRB, COI, purchasing and procurement, subcontract monitoring, and working with PIs while offering practical solutions to common concerns. <p>Participants will:</p> <ul style="list-style-type: none"> Be able to identify basic compliance checks that can and should be done at the department level Learn about different ways of tracking the various compliance areas (such as IRB and COI) and routing to the right office(s) Define top compliance challenges where DRAs can have the most effect Learn about the effective implementation of working groups, PI orientation, and preparation for audits and closeout for better management of compliance 	Ilima 2/3	75 / Theater	Lead: Thomas Alvarez, University of Arizona
Pre-Award	Catching the Right Wave: Managing Strategic Proposals	Intermediate	Concurrent Session	This session will focus on helping a Research Administrator identify, develop, and execute a plan for managing strategic proposals. A strategic proposal could be a large, complex or multiple proposal submissions important to your university/unit. This session will focus on the RA's role in helping faculty to develop a strategic plan within their research area to create a higher likelihood of success. Additionally, this session will layout steps for developing and executing a plan for successful submission. <p>Key Topics Covered:</p> <ol style="list-style-type: none"> Identifying and defining areas to target using the tools available. Develop a proposal plan that includes effective proposal management strategies, including identifying key stakeholders. Execute key strategies identified in the development phase. 	Pikake 3	40 / Theater	Lead: Bernadine Sadauskas, Arizona State University Main, Sean Jones, Arizona State University, Stacy Esposito

Post-Award	The Closeout Countdown Begins	Intermediate	Concurrent Session	In response to new federal regulations focusing around Unilateral Closeouts, which will include a revised final financial report timeline as well as strict adherence to the Federal Cash Transaction report, we would like to present our closeout model that will illustrate how to streamline processes involving the central office, department and subrecipients. This model will encompass a timeline beginning 90 days prior to project expiration, at project expiration, and up to 120 days post end date. Highlighted in this guideline will be Effort Certification, Cost Transfers, Encumbrance Closure, Final Invoices from Subrecipients, Final Reporting requirements and an overall compliance review of expenditures. In parallel to our model, we will discuss how to incorporate a dashboard management tool that will provide real time information on the health of the award, allowing both the central and department administrators to take the steps needed to close the award in a timely manner.	Pikake 1/2	75 / Theater	Lead: Eric Lorico, Vicki Tieu, Sami Naber
Compliance	Case Studies in Research Misconduct	Intermediate	Concurrent Session	The proper conduct and reporting of research is of paramount importance to our institutions. Noncompliance can result in severe penalties to the organization, the individual(s), and their reputations. The modern definition of research misconduct however, in the context of responsible conduct of research training, reflects an evolution of hundreds of years of social and ethical issues that have arisen in the practice of scientific research. What may have been acceptable practice a century ago may be considered unacceptable practice by today's standards. An examination of the global history of biology, chemistry, physics and medicine provides some insightful examples of both responsibly and irresponsibly conducted research by many famous scientists. In this highly interactive session, participants will become familiar with an international case history of research misconduct and will engage in discussion of how these prominent cases have shaped contemporary perspectives on the responsible conduct of research. 1. Describe a variety of famous cases involving ethical issues in research and apply modern RCR standards to better assess and work through those issues. 2. Discuss the relevant rules and regulations of modern RCR standards and the ethical principles and cases that justify current institutional compliance policies. Notes: Highly interactive session using wireless audience response system to engage participants, evaluate feedback and formulate group consensus on a variety of ethical issues and questions.	Haleakala 2	100 / Theater	Lead: Tony Onofrietti, University of Utah, Danny Trujillo
Departmental	The Great Weight: The Increasing Demands of Department Research Administrators & Approaches to meet the Evolving Roles & Expectations	Overview	Concurrent Session	This panel will bring together Department Research Administrators and their stakeholders to discuss the increasing, new, and evolving roles of a Department Research Administrator. The session will aim to discuss what some of the challenges are, how different institutions are addressing and solving them, and how counterpart offices can work together to best meet the needs of the programs they run and operate. Participants will discuss and obtain ideas to address obstacles facing Department Administrators and ways to build capacity and collaboration to meet common goals with counterpart offices.	Maile 1/2	75 / Theater	Lead: Danielle Plummer, University of Southern California
The New Research Administrator	What Every RA should Know	Basic	Concurrent Session	Pre-Award, Post Award, Compliance, eRA, and Research Misconduct is a lot for a new research administrator to comprehend. Unfortunately we have not even scratched the surface. Add central administration, faculty and staff, what's a newbie to do? Come join us as we walk through research administration from the perspective of; What is it?/What has changed? Why so many policies and regulations? and How do I put it into practice? This session will cover proposal development, sponsored administration award management, closeout and everything else a new administrator would need to know.	Plumeria 1/2	75 / Theater	Lead: Tolise Miles, University of Colorado at Boulder, Fannie Cruz Walton, Simon Fraser University
Federal	NIH 101	Basic	Concurrent Session	This session will cover the basics of NIH for new administrators, or anyone who does not work with NIH often. We will provide an overview of how NIH is organized, how to prepare NIH proposals, process JIT's, and considerations for accepting awards. Participants will be exposed to the SF424 Application Guide and ASSIST and will learn key differences between different NIH funding mechanisms. 1. Gain an understanding of how NIH is organized; 2. Gain a general understanding of the NIH funding types and mechanisms; 3. Comprehend the relationship between the SF424 guide and funding opportunity; 4. Appreciate the capabilities of the ASSIST system; 5. Understand the Just-in-Time process; and 6. Recognize key items at the time of award.	Haleakala 3	100 / Theater	Lead: Sherrie Dennehy, University of Southern California; Vicki Krell, Arizona State University
International	Supporting Roles for International Collaborations	Overview	Concurrent Session	Learn about various supporting roles personnel in a central research office and in an international programs office can play to better support international research collaborations. Presenters will discuss experiences from their involvement in international projects at their institution and while working abroad. The following items will be covered: - Project Set-up and Preparation - In-country Activities - Lessons Learned - Q&A and Open Discussion Learn different models of support for improving international collaborations	Plumeria 3	40 / Theater	Lead: Erin-Kae Rice, CRA, Director of Operations and Senior Advisor to the Vice President for International programs, Washington State University and Samuel Rodrgues-Flecha, Research Operations and Support Administrator, Washington State University
Contracting & working with Industry	Tips and Tricks for Sailing Through Industry Contract Negotiations	Intermediate	Concurrent Session	Negotiating research agreements with companies isn't always a straightforward business. These talks sometimes take twists and turns you never anticipated. How do you respond when things seem to be going swimmingly but the other side suddenly tells you PI you are sinking the agreement and they are about to turn off her funding? Do you sometimes simply insist, "That's against our policy"? These and other responses can stall negotiations and leave you floundering. Identifying currents like these can help you stop swimming against the tide and coast to shore.	Hibiscus 1/2	75 / Theater	Lead: Sally O'Neil, Mora Mattingly

PUI	Training & Cross Training in the PUI	Advanced	Concurrent Session	This session is designed for pre- and post-award administrators at PUIs (Predominately Undergraduateserving Institutions) and ERIs (Emerging Research Institutes) to share the tools they use to educate and train their faculty, staff, and students on proposal development and research administration. The lead presenters will share what has been effective (and not effective) at their institution as well as cost-saving measures for small institutions with limited staff and financial resources. Participants will also have a chance to share their cross-training ideas. Participants will be able to describe cross-training activities suitable for the PUI; Participants will be able to construct cross-training activities suitable for their constituents; Participants will have time to share their questions and comments	Hibiscus 3	40 / Theater	Lead: Tricia Callahan, Miami University
Afternoon Networking and Refreshment: Break 3:00 PM to 3:30 PM (Haleakala Gardens 23, Maile Prefunction) Sessions 3:30 PM to 5:00 PM							
Leadership and Professional Development	Lead Me Final Presentations Session 2	Overview	Concurrent Session	This session is designed for the LeadMe candidates from Regions VI and VII to present their final projects for the program participation. Each of the candidates has worked all year in the program to develop a leadership project o benefit their campuses incorporating the 5 practices of successful leadership.	Maile 3	40 / Theater	Moderators: Heather Kubinec, University of California-Irvine, Matthew Kirk
Sponsored Program Development and Foundations	The Importance of Working Together: How to Break Through Barriers and Develop Strategies for Strong Communication Across the Research Enterprise	Intermediate	Concurrent Session	In this panel discussion, leaders from the research administration offices at the University of California, Merced will discuss how they have broken through the traditional barriers that exist between research development, pre-award, post-award, and departmental offices. The focus of the discussion will be on the interdependencies of these offices. There will be an in-depth examination of the importance of clear communication and best practices that foster a team based approach to the support of research. This examination will include examples of the strategies used to break through the barriers and foster communication, including the re-examination of business process using a team based focus, the development of successful communication tools and team building strategies. The importance of strong leadership support and how to secure that support will also be discussed. Panelists will end with time for discussion of the strategies presented and for participants to share their experiences. Participants will gain an understanding of the interdependence of all research administrators and the importance of open, clear communication. Participants will learn strategies for building a team based approach to supporting research.	Maile 1/2	75 / Theater	Lead: Autumn Salazar, University of California, Merced, Susan Carter, University of California, Merced
Pre-Award	Bridging the Gap: How to Create a Proposal Budget That makes Award Administration a Snap	Intermediate	Concurrent Session	Proposal budgets are the financial roadmaps of sponsored projects. When strategically built they become an indispensable key to effective post-award management. However, when those road maps are not constructed with a strong understanding of where one is going - or the real-world logistics of getting there - it can result in a high degree of post-award consternation and frustration. This session will go beyond the basics and explore leveraging post-award expertise at the time of pre-award budget building to mitigate bumps, potholes, and other quandaries down the road.	Ilima 2/3	75 / Theater	Lead: Megan Dietrich, Stanford University, Krista Roznovsky, Stanford University
Post-Award	Multiple Sponsors and Multiple Collaborators-How Do You Put the Pieces Together	Intermediate	Concurrent Session	Sponsor collaboration is a method some funders are using to explore large, complex ideas and get results far beyond what each could accomplish on their own. These kinds of "thinking big," resource-intensive projects that involve multiple partners participating in multiple ways present research administrators with unique opportunities to reconfigure the support structure they provide. Familiar roles may need to be defined in new ways, standard processes adapted to work outside the norm, novel strategies used to foster consistent and timely communication between team members, and management tools developed to meet overlapping compliance requirements. This is a new trend in research funding; come find out how research administrators make it work.	Pikake 3	40 / Theater	Lead: Pamela Chapman, Arizona State University Main, Kim Fields, Amy Lynen, Arizona State University Main
Compliance	Spot the Sharks and Buoy: Making Export Controls a Day on the Beach	Intermediate	Concurrent Session	Ensuring institutional compliance with the export regulations (ITAR & EAR) and keeping up with the changes brought on by export control reform has become a priority for many institutions. Since export controls affect all areas of campus, it is important that we all work together to issue spot. No matter what role you play in research administration, you can help your export control team keep campus in compliance! We will start with an overview of the basics and will offer real-life examples of issues facing universities. You will walk away with enough information to recognize red flags and know when to send them on to your campus export control team for review	Pikake 1/2	75 / Theater	Lead: Dava Casoni, University of Southern California Institute for Creative Technologies, Kay Ellis, University of Arizona
The New Research Administrator	What Every RA should Know but no one Every Tells You	Basic	Discussion Group	Pre-Award, Post Award, Compliance, eRA, and Research Misconduct is a lot for a new research administrator to comprehend. Unfortunately we have not even scratched the surface. Add central administration, faculty and staff, what's a newbie to do? Come join us as we walk through research administration from the perspective of; What is it?/What has changed? Why so many policies and regulations? and How do I put it into practice? This session will cover proposal development, sponsored administration award management, closeout and everything else a new administrator would need to know.	Plumeria 1/2	75 / Theater	Lead: Dennis Paffrath, University of Maryland Baltimore
Federal	Aligning Research Activity: Can Lead Agency Principles Be Applied more Readily?	Intermediate	Concurrent Session	Competitive grant programs established by funders using lead agency principles enable researchers in different countries to jointly develop and conduct cross-border collaborative research projects. There are a growing number of lead agency programs that have effectively simplified the submission and evaluation of joint applications, in particular for multilateral projects, where it would be difficult to successfully prosecute multiple applications to individual agencies. While becoming more common, the development and administration of these arrangements can sometimes become problematic when reciprocal funding commitments are expected and where the impact on pre and post award management of awards are not carefully considered. This presentation will highlight Australian examples of programs where lead agency principles have been applied. It will highlight the record of these schemes, their benefits and associated risks compared to more traditional bilateral programs and unilateral project funding. The intention of this analysis is to gain further insight into how lead agency principles might be applied more effectively, and more broadly, to meet an ever-increasing demand for funds to support international research and collaboration.	Haleakala 2	100 / Theater	Lead Adrian Collins, University of Melbourne

International	Joe of All Research Trades- The Consultant in the House	Intermediate	Discussion Group	The ever changing world of research management more often nowadays deals with international collaborative projects, several partner institutions involved, etc., making sure everybody is and stays on the same page throughout the lifespan of each complex proposal. The research manager becomes the internal consultant, sometimes even working with external ones to help support the project. With this setting there are numerous factors and constituents involved that need to be considered. Hence, the topic at hand - how do other institutions deal with such situations? Are there processes in place to sustain such projects? Who makes which decision? How do the various institutional units collaborate to support a successful project?	Piurera 3	40 / Theater	Lead: Bruno Woeran, EU Affairs Manager, Merinova Oy AB Finland and Julie Ward, International Research Manager, University of New South Wales
Contracting & working with Industry	Navigating the Waters of International Contracting	Intermediate	Concurrent Session	International research agreements contain a number of aspects and nuances that are not present in traditional U.S. agreements. Whereas the latter contain many legal terms and concepts that are often addressed by applying mechanistic rules and which result in obstacles and bumps in negotiation, international agreements require flexibility and nuance in order to get "the deal done." This session will examine issues in international contracting. Emphasis will be placed on how to assess the importance of particular terms for specific research projects and how to build and communicate positions persuasively during difficult negotiations. The session will use example scenarios in international contracting to spur discussion by attendees. The presenters will offer potential solutions to common issues on budgeting, taxes, export, payments, intellectual property, dispute resolution and more. Learning Objectives: 1. Attendees will gain a greater appreciation for the complexity and nuance of international research contracting. 2. Attendees will learn to use the techniques presented, including but not limited to flexibility and nuanced negotiation approaches, in this session to improve the efficiency and quality of contract negotiations. 3. Attendees will better understand the importance of particular terms for specific research projects.	Hibiscus 1/2	75 / Theater	Sandra Stevens, Associate Director, Sponsored Projects, University of California, Irvine Nancy Lewis, Executive Director, Sponsored Projects, University of California, Irvine; Noam Pines, Associate Director, Sponsored Projects Office, University of California, Berkeley
PUI	In-house Talent Search	Intermediate	Discussion Group	This discussion group is geared for research administrators at PUI with limited resources to hire additional support staff. Research administrators at PUIs will learn about strategies to leverage existing administrative talents at PUIs. I will share effective strategies used when seeking on campus talent to train as an entry level research administrator: (1) open conversation with faculty members about skillset of existing administrative support staff, (2) identify and reach out to administrative support staff willing to learn new skills and provide a higher level of customer service to their faculty, and (3) offering workshops, one-on-one training, provide professional development incentives, and offer participation to one off campus professional development training with NCURA.	Hibiscus 3	40 / Theater	Lead: Shuna Holmes, Soka University of America
Monday Night in Paradise Dinner Groups: 5:45pm to 7:00pm (Meet in Lobby)							
Movie night on the Beach 7:30pm- 9:00pm (Chappel Lawn)							
Tuesday October 4, 2016							
Morning Yoga on the Beach with Tara Bishop: 6:15 AM to 7:15 AM							
Morning roundtable discussion groups 7:00 AM to 8:15 AM (Haleakala 1 Gardens 1)							
Sessions 8:30 AM to 10:00 AM							
Leadership and Professional Development	Learning to Manage Oneself - A Critical Step to Success	Overview	Discussion Group	Leadership can be exercised from any position and in all facets of our career, community and civic lives. To achieve success as leaders we must first learn to effectively maximize our individual performance. How can we lead others with strong self-management skills? In this session, we will explore key components to selfmanagement and why it is critical to our professional development. We will provide tools and techniques that can be used in your day-to-day routines around stress management, conflict resolution, organizational cultures, self-awareness, channeling your creative self for problem solving, and other aspects of selfmanagement that support strong leadership.	Pikake 3	40 / Theater	Lead: Tolise Miles, University of Colorado at Boulder Fannie Cruz Walton
Sponsored Program Development and Foundations	Kuka' i'ana: Partnership Development Among Community Colleges and Universities in Rural Colorado	Intermediate	Discussion Group	We will present our collaborative effort in Southern Colorado between four baccalaureate institutions and five community colleges, all members of the Southern Colorado Higher Education Consortium (SCHEC). We will engage participants in a discussion about challenges, successes, and on-going efforts. The objective of this SCHEC effort is to create clear pathways from the Associates to the Baccalaureates for degree completion, successful transfers among Colorado rural institutions and academic success for students. We will share our unique experience and encourage the participants to share and ask questions to enhance collaborative opportunities in an increasingly competitive research environment. 1. Participants will learn how to bring together collaborations between two and four year institutions using upper administration networks to carry out a collective impact on rural education. 2. Participants will learn strategies to enhance communication among remotely located institutions. 3. Participants will learn strategies in working with two year institutions in collaborative grant proposals. 4. Participants will learn how to structure a working group to strengthen and sustain the momentum for the long term success.	Maile 3	40 / Theater	Lead: Angie Rochat, Fort Lewis College, Fort Lewis College, Durango, CO Janice Welborn, Western State Colorado University, Gunnison, CO

Pre-Award	The Research Grants Specialist Model: Bridging the Gap between Research Administrators and Faculty	Basic	Concurrent Session	<p>This session will introduce the Research Grants Specialist (RGS) model, a successful hybrid between central office and department-level support. Developed primarily to meet the budgetary constraints of the predominantly undergraduate institution (PUI), the RGS role has proven to be effective in bridging the gap between faculty, who juggle teaching and research, and research administrators, tasked with the pre-award, submission, and post-award duties for the institution.</p> <p>The following topics will be covered:</p> <ul style="list-style-type: none"> Utilizing the RGS Model to help teaching institutions expand the research culture Learn how the RGS helps to increase the pipeline of grant writing faculty at PUIs Leveraging the RGS Model to help increase the number of competitive proposals submitted Understand how the RGS helps to increase the efficiency of central administration offices Ways to fund and successfully administer the RGS Model <p>Participants will learn about the benefits of utilizing the RGS Model at teaching institutions ; Participants will leave with an understanding of the role and responsibilities of the Research Grants Specialist ; Participants will learn ways to fund and administer a successful RGS Model at their institution</p>	Ilima 2/3	75 / Theater	Lead: Lisa Lopez, California State University-Fullerton, Amber Wynn
Post-Award	Reviewing Sub recipient Single Audits- From An Auditors Perspective	Intermediate	Concurrent Session	Ever wonder what that material weakness means and why it's so bad? Hate worrying what the auditors will think of your subrecipient single audit review? Wish you could be better prepared for subrecipient monitoring questions? As Uniform Guidance places higher emphasis on subawards and risk assessment, reviewing and understanding the single audit report becomes an integral step in subrecipient monitoring and management. This session will focus on preparing you to review and interpret the single audit report and understand what your auditors are expecting from you	Haleakala 2	100 / Theater	Lead: Laura Register, Stanford University
Compliance	Performing a Coverage Analysis for a Clinical Trial	Basic	Concurrent Session	This session will provide the attendees with an understanding of what a coverage analysis is in the context of a clinical trial, regardless of funding source. The workshop will provide basic understanding of the need for a coverage analysis, what materials to review and how to document the coverage analysis. Understand what a coverage analysis and how to perform a coverage analysis review.	Plumeria 3	40 / Theater	Lead: Bishoy Anastasi, University of California, Los Angeles
Departmental	Strategies for Structuring Departmental Research Support Teams	Intermediate	Discussion Group	This discussion group will focus on strategies for structuring research support teams within an academic unit or department that maximize limited resources available for administrative activities. Facilitators will share two strategies for structuring research support for academic unit/department environments, focusing on scalability and availability of resources. Discussion topics will focus on the operational perspective e.g. staff burnout, recruitment, knowledge management and transfer, on-boarding new team members, workload management, flexibility in performing tasks, response/turnaround time, cross-training	Pikake 1/2	75 / Theater	Lead: Chris Dailing, Billy Gellepis
The New Research Administrator	Training, Learning & Collaboration	Basic	Discussion Group	Are you tired of feeling like your training is in vain? Do you yearn for confidence in knowing that your training sessions are effective and are being received by your intended targets? Well this is the session for you.	Hibiscus 3	40 / Theater	Lead: RaShonda Harris, Emory University
Federal	NIH Update	Overview		Current update from the National Institutes of Health.	Haleakala 3	100 / Theater	Lead: Shellie Wilburn
International	The Growing Importance of Impact in Horizon 2020 and Other Research Proposals	Basic	Concurrent Session	This session will look at the importance and impact of Horizon 2020. The presenters will describe examples of successful projects and identify some of the challenges to achieving positive impact. The presenters will share some of the actions that have been taken by European universities to improve the skills and competence around impact. Discussion will raise questions such as, Do participants' institutions; a) collaborate with other institutions domestically and/or internationally? b) experience similar challenges and how do they deal with them? c) have a strategic approach for capacity building.	Maile 1/2	75 / Theater	Lead: Kjersti Sjaatil, EU, Internationalisation, Innovation, and Entrepreneurship, Oslo and Akershus College of Applied Sciences and Stine Hulleberg Johansen, Senior Adviser, Department of Research and Development
Contracting & working with Industry	The Other Agreements: NDAs, MTAs, and Data Use Agreements	Overview	Concurrent Session	What's it all about? This session will explain the differences between these non-monetary agreements, when to use them and why you should. Though no money may be exchanged, the rights of the organization, the PI and even PHI need to be considered and protected - these agreements will do just that. We will discuss the importance of these agreements as they pertain to data ownership, intellectual property, material transfer, liabilities etc. Key learning objectives include an ability to differentiate between the agreements; an understanding of when it's appropriate to use which agreement as well as an ability to understand and identify the key issues associated with each during negotiations.	Plumeria 1/2	75 / Theater	Lead: Nancy Lewis, University of California-Irvine? (Theresa Caban, Sr. Contract & Grant Administrator, Kaiser Permanente Southern California)
PUI	RO1 Sensibilities at a PUI	Intermediate	Discussion Group	The focus of the discussion is on the benefit of anticipating PI needs, strong communication skills, confidence in reaching out to program officials (do not fear the man behind the curtain), working with departmental staff to co-opt them in the endeavor of getting the proposal over the goal post. Staying the course, no matter which way the winds blows.	Hibiscus 1/2	75 / Theater	Lead: Alice Martini Doyle, Loyola Marymount University, Cynthia Ruiz, Loyola Marymount University
Morning Networking and Refreshment Break: 10:00AM to 10:30 AM (Haleakala 1 Gardens 1)							
Sessions 10:30 AM to 12:00 PM							
Leadership and Professional Development	Change Management: The Peep Principles – There is no I in Team, but there is EI in successful Change Management!	Advanced	Concurrent Session	Multifaceted, never-ending change is inherent in the field of Research Administration. As organizations supporting research strive to meet the ever-changing demands of the field, we must recognize and embrace the most critical factor contributing to the success or failure of managing organizational change: the people factor. Join us as we discuss the critical perspective of your human capital stakeholders, how to manage the phases of change they experience and the importance of Emotional Intelligence (EI) in the successful navigation of organizational change. Channel your inner change agent and come ready to share your experiences.	Ilima 2/3	75 / Theater	Lead: Amanda Snyder, University of Washington
Sponsored Program Development and Foundations	Background on Business Centers and How They have Assisted in Proposal Submissions and Award Monitoring	Basic	Concurrent Session	Discuss the benefits that have occurred from implementing the Business Center Model at Oregon State University. The improved efficiencies and additional services provided in the area of Sponsored Research.	Pikake 1/2	75 / Theater	Lead: Sheryl Powell, Oregon State University, Sarah Child

Pre-Award	Getting Your Team Out There	Basic	Concurrent Session	One of the key tasks of the new International Grants team at the University of Melbourne is to promote and raise awareness of international research opportunities. To maximize communication channels, the team reached out across the university to other grants staff, individual researchers, university librarians, chancellery staff, and international relations officers. In 2016, we implemented a Communications strategy that involved large seminars, face-to-face sessions, social media, morning teas, and "country profile reports". This session will share lessons learned and successful strategies and will leave discussion time to explore how these elements were put into play among ten separate faculties, each with their own staff and expertise, and how you might implement some of these activities for the benefit of your institution.	Pikake 3	40 / Theater	Lead: Jessica Brody, University of Melbourne
Post-Award	Federal Clinical Trials, How Best to Manage?	Intermediate	Concurrent Session	A discussion around best practices and thoughts to assist in the establishment, management and close out of Federally funded clinical trials. This flow and work differently than industry trials and therefore require a combined skill set of sponsored programs management and clinical management.	Maile 3	40 / Theater	Randi Wasik, University of Washington, Helen "HP" Powell, University of Washington
Compliance	Research Integrity: Why it matters to Research Administrators	Intermediate	Concurrent Session	An overview of what Research Integrity means to our profession, how research integrity impacts what we.	Maile 1/2	75 / Theater	Lead: Joan Waite
Departmental	Recharges: Deficits, Surplus and Other issues	Intermediate	Concurrent Session	Panelists will discuss the following: ways to effectively manage a recharge (also called cost center) that has a deficit and a recharge that has a surplus; best practices to help administrators proactively avoid generating a deficit and/or surplus to begin with; and other recharge-related issues. Attendees will also be given the opportunity to network during the session.	Plumeria 1/2	75 / Theater	Lead: Yvette Villicana, University of California-San Francisco, Attain Reps
The New Research Administrator	How to get Central Administration to be Down with the New DRA?	Intermediate	Discussion Group	Learning Objective: To increase the understanding and appreciation of what "both sides" do in the research administration arena	Plumeria 3	40 / Theater	Lead: Paul Lekutai, University of California-Irvine, Sandra Purves, Los Angeles Biomedical Research Institute
Federal	PCORI Update	Overview		PCORI Update	Haleakala 3	100 / Theater	Lead: Geri Guman
#SF1 (International)	NCURA Presidents International Forum (Limited seating- Registration needed)	Senior Forum	Concurrent Session	This interactive forum will be comprised of the current NCURA President and three former NCURA Presidents from Regions VI and VII. These NCURA leaders possess a wealth of knowledge in global research administration issues, trends, policies and procedures. We are fortunate to be able to assemble and hear their thoughts and have them answer your questions. Please join us for an engaging conversation of global research administration topics.	Haleakala 2	100 / Theater	Moderator: Denise Wallen, Research Officer & Senior Fellow, University of New Mexico; Bob Andresen, Director of Research Financial Services, Associate Director, Research and Sponsored Programs, University of Wisconsin Madison / President of NCURA; Judy Fredenberg, Director, Research and Sponsored Programs, University of Montana / Past President of NCURA; David Mayo, Director of Sponsored Research, California Institute of Technology / Past President of NCURA; Dan Nordquist, Associate Vice President for Research Operations and Support, Washington State University / Past President of NCURA
Contracting & working with Industry	Riding the Wave: Intellectual Property Terms in Industry Research Agreements	Advanced	Concurrent Session	The words "intellectual property" can make a contract negotiator or departmental administrator's eyes glaze over. This session will focus on identifying and negotiating IP language in your agreements so that you end up with terms your institution can live with. We will cover some of the basics, such as "you can't offer rights in what you don't own" and why a company shouldn't necessarily get access to University IP that it hasn't funded. Depending on audience familiarity with the basics, we will cover more complicated situations such as "Why does this company insist that Open Source is the route to go?"	Hibiscus 1/2	75 / Theater	Sally O'Neil, Director, Industrial Contracts Office, Stanford University Kent Iwamiya, Associate Director, Industry Contracts, UCSF Innovation, Technology & Alliances Office, University of California, San Francisco
Departmental	The Multifaceted Role of A Departmental Research Administrator	Intermediate	Concurrent Session	This session will provide an overview of the subject matter in which departmental research administrators (DRAs) need to be expert in order to effectively manage research. We will cover the role of a DRA, sponsored vs non-sponsored support for researchers, compliance issues, space and facilities, on-boarding, and more. We will explain how to review research portfolios in terms of sustainability, recognizing financial cliffs, planning for expansion of labs, how to supplement traditional methods of financial support. We will also discuss the fundamentals of working with faculty: helping them develop proposal plans, familiarizing them with the local and global research environments, and helping them navigate the multitude of compliance regulations associated with research.	Hibiscus 3	40 / Theater	Lead: Jennifer Cory, Stanford University, Thomas Alvarez
Lunch: 12:00 PM to 1:30 PM							
Region Business Meeting Lunch (Break out into regions) Region VI (Haleakala 4 Gardens 4) Region VII (Kaleakala 5 Gardens 5) Region VIII (Lagoon Overlook) Sessions 1:30 PM to 2:30 PM							
Leadership and Professional Development	Do it Right the First Time- Leading Change	Intermediate	Concurrent Session	Co-presenters of this discussion group will share their experiences in leading change in a central office and department. Participants will be asked a variety of questions to reveal best practices and common obstacles for change management. All participants will achieve the following objectives: 1. Identify areas where you can succeed with change management, including revising practices and procedures. 2. Recognize common reasons others resist change. 3. Strategize better ways to get buy-in on the changes in research administration you are trying to lead.	Ilima 2/3	75 / Theater	Lead: Dr. Anne Sebanc, Whittier College and Catherine Larkins, INSTAAR, University of Colorado Boulder
Sponsored Program Development and Foundations	Centralized Pre-award support- The Good, the Bad, and Everything in-between	Basic	Discussion Group	Discussion on the positive and negative aspects of centralized pre-award services	Pikake 1/2	75 / Theater	Lead: Krista Roznovsky, Stanford University, Vanessa Smith, Adelia Yee, University of Washington
Pre-Award	SBIRs STTRs	Intermediate	Concurrent Session	Small Businesses with a federal grants and your organization as their subcontract... What could possibly go wrong? The SBIR and STTR programs are wildly popular due to their very high award rate (around Let's explore this against a backdrop of the SRIR and STTR program goals and review some examples of both pitfalls and prizes. Armed with knowledge, foresight, and a sense of adventure – you'll be ready for this part of the wild ride of entrepreneurial research! Topics covered include brief overview of the SBIR/STTR program, PI and institutional conflict, and subaward language. Join us for the fun!	Maile 1/2	75 / Theater	Lead: Allison Weber, LA Biomedical Institute and Marj Townsend, Arizona State University Main

Post-Award	Rockin' and Role-ing – Engaging Your Campus Research Administrators on Roles and Responsibilities	Overview	Concurrent Session	This session will offer a strategy to streamline duties and activities related to sponsored activity by engaging your institution's research administrators in an evaluation and assignment of roles and responsibilities. This session will focus primarily on strategies to assist institutions with decentralized research administration services but the techniques will be useful to anyone who shares research responsibilities with others.	Haleakala 3	100 / Theater	Lead: Rochelle Athey, California Institute of Technology, Ginger (Virginia) Baker, California Institute of Technology
Compliance	Introduction to Compliance and Pre Award Considerations	Intermediate	Concurrent Session	This session dives into detail about what every pre-award administrator needs to know about compliance and how it impacts the review of proposals.	Haleakala 2	100 / Theater	Lead: Erika Cottingham, Emory University
Departmental	The Ins and Outs of PI Transfers: A Departmental Perspective	Basic	Concurrent Session	This session will describe the transfer process from both the incoming and outgoing institution's perspective. Content will include compliance issues, logistical issues, and working with your institutional official to ensure the process goes smoothly. In addition, we will briefly touch on what to cover during the faculty onboarding process. - understand the compliance, financial and logistical issues that commonly come up during a transfer - understand how to work with a new faculty member - understand how to facilitate the process as a departmental research administrator	Pikake 3	40 / Theater	Lead: Jennifer Cory, Stanford University
The New Research Administrator	Current Issues in Managing Research Administration: Best Practices for New Administrators	Basic	Discussion Group	Entering the field of research administration presents unique challenges and opportunities. In this discussion session, we will examine what it means to be a research administrator and the professional skills required to succeed. We will delve into crucial issues that new administrators face in their first days, weeks and year. The panel and participants will share successful policies, procedures and approaches that have been developed at their organization, explore effective communication techniques and discover the value of everyone's role within research administration. Come connect with your peers in a lively open forum discussion and propel yourself to the next level. Objectives: Learn keys to success in research administration; Identify current issues in proposal development and non-financial, post award management; Engage in discovering techniques and approaches to deal with complex situations.	Maile 3	40 / Theater	Lead: Beth Kingsley, Denver Health and Hospital Authority, Alexa Van Dalsen
Federal	So FAR, So Good	Overview	Concurrent Session	Basic overview of the FAR, including a brief history, common clauses and negotiation tactics, DFARS highlights, and subcontracting/flow down concerns Deeper understanding and increased comfort with FAR based contracts	Plumeria 1/2	75 / Theater	Lead: Nicole Burelli, University of Southern California, Sherrie Dennehy, University of Southern California
International	"Global" is the Key Word for Tomorrow's University - What does this mean for the vision of the International and how can it enhance the collaboration between our regions?	Update	Discussion Group	With the 3rd installment of a Region VIII Meeting and the 2nd time in collaboration with other NCURA regions it is undeniable that 'global' has become an essential part of research, innovation and education. Administrators provide the systems and processes by which internationalization works. Our institutions could not function without solid practices and, in some cases the restraining, cautious hand that administrators/managers bring to global collaborations. But how do we ensure that new global activities undertaken by our institutions are developed and assessed in light of quality assurance, excellence in teaching, beneficial student experience, and world-leading research? Please join us for a lively and informative discussion to help develop the strategic plan of NCURA's International Region and Global Community in order to support NCURA's ambitious goals for internationalization. Let's start working on a vision for 2025 collaboratively!	Plumeria 3	40 / Theater	Lead: Annika Glauner, ETH Zurich / University of Zurich, Denise Wallen, Research Officer & Senior Fellow, University of New Mexico
Contracting & working with Industry	Facilitating and Supporting Industry, University, and Government Collaborations –Working Together for Success	Overview	Concurrent Session	While collaboration has been an integral part of research historically, the nature of collaboration is evolving from collaborations with or within research institutions to more novel arrangements across universities, industry and government to solve complex research questions and move technology and innovation forward. By bringing together some of the best and most creative minds in academia, industry, and government; scientific, health and technological challenges can be tackled and innovative and commercially successful products are developed. In this session, the panel will discuss ways in which contracting officers, compliance staff and departmental administrators work together to facilitate and support these collaborations through outreach and engagement with industry, government, and university researchers.	Hibiscus 1/2	75 / Theater	Kate Lewis, Associate Director, Industry Alliances Office, University of California, Berkeley Nancy Lewis, Executive Director, Sponsored Projects, University of California, Irvine Jeff Wojcieszowski, Associate Director, Advanced Power and Energy Program, University of California, Irvine Marci Copeland, Export Control Officer, University of California, Irvine Nadia Wong, Conflict of Interest Administrator, University of California, Irvine
The New Research Administrator	Top Ten Research Administration Hits: The 1st Things you Must Learn As A New RA	Basic	Concurrent Session	A panel of long-time research administration professionals from different types of institutions (PUI, research, public, private) and in various roles (pre-, post-, departmental) will share with participants the ten most important things they learned early in their careers that "got them through," while gaining knowledge and experience. Panelists will explore commonalities in their top ten lists and discuss why the items they put forward in terms of knowledge and skills are the most important to develop early in one's career. Participants will be given the opportunity to make a list of the knowledge and skills they hope to gain in the next twelve months and leave it with the facilitator. Lists will be sent to participants in a year so that they can gauge their learning and set goals for obtaining new knowledge and skills.	Hibiscus 3	40 / Theater	Lead: Trisha Callahan, Miami University
Afternoon Refreshment Break: 2:30 PM to 2:45PM (Haleakala 1 Gardens 1) Sessions 2:45 PM to 3:45 PM							
Leadership and Professional Development	5 Easy Hacks to Transform Training Impact	Overview	Discussion Group	Explore some of the best researched training methods and translate these into practice. Together, we dig into an evidence-based training toolkit to sample a few ideas, engage in illuminating experiments, and design make-overs that transform the usual workplace learning so that it's memorable and actionable. This session has something for everyone whether you're hoping to energize a classroom, share expertise, or make decisions about investment of time and resources for training. 1. Value the importance and simplicity of engagement 2. Translate evidence-based training methods into classroom application 3. Build basic evidence-based training toolkit	Pikake 3	40 / Theater	Lead: M. Gardner, Oregon Health and Science University

Sponsored Program Development and Foundations	Scaling Up: Assessing institutional readiness and research capacity needs at the expansion stage	Intermediate	Discussion Group	The discussion will focus on capacity building in a research related context. Participants will hear about the organizational challenges, faculty and staff development opportunities, and lessons learned from scaling up a central sponsored projects office at a rapidly growing PUI (Master's L). Participants will be able to identify key research-related systems, policies and procedures that cross over operational, academic, and financial areas of the institution and have the opportunity to discuss the possible logistical and regulatory issues to anticipate when venturing into new academic territory.	Maile 3	40 / Theater	Lead: Yolanda Uzzell, Chapman University, Emmanuel Smith, Chapman University
Pre-Award	The Ultimate Sound Check: Preparing the PI's to work with State Agencies or this is NOT a Grant	Intermediate	Concurrent Session	The focus of this session is an in-depth examination of applying for state contracts, and how a research administrator can help a Principal Investigator through the application development process. State contracts differ from federal grants in significant ways. Topics of interest to central and departmental administrators will include understanding the forms required for the contract bid, preparing a cost plan, and planning for the complexity of a paper submission. These topics will be explored through case studies. Attendees will be able to (a) identify several key differences between state contact and federal grant solicitations; (b) learn key strategies to assist the PI(s) in analyzing the solicitation components with which they may be unfamiliar; (c) assist the PI in identifying the sources of required data for the contract bid forms. Specific examples of the pitfalls and potential roadblocks in completing the application will be covered.	Ilima 2/3	75 / Theater	Lead: Cynthia Ruiz, Loyola Marymount University, Alice Martini-Doyle, Loyola Marymount University
Post-Award	The Real Administrators of Post Award: RAPA	Overview	Discussion Group	Are you new to Post Award? Are you tired of trying to figure out who can help, well this is the session for you. This session will give you an inside perspective on understanding the players of Post Award Administration. Attendees will gain insight on who, what, when and where you can go for help when you are new to Post Award. New comers are often unsure of who they should or can go to for help and this session will offer guidance from the key players of Post Award.	Plumeria 3	40 / Theater	Lead: RaShonda Harris, Emory University, Derick Jones, Los Angeles Biomedical Research Institute, Albana Cejne, Temple University
Compliance	Animal/ Lab Safety/ Human Subjects	General	Concurrent Session	Institutional Review Board (IRB), Institutional Animal Care and Use Committee (IACUC), Institutional Biosafety (IBC), and Conflicts of Interest (COIs). - this discussion Group will include background and overview of the broad based regulations for human and animal protections that are the foundation for non-financial compliance in our world of research administration.	Haleakala 2	100 / Theater	Lead: Deb Murphy, Arizona State University, Debbie Shaver, University of Idaho
Departmental	To Charge or Not to Charge: Questionable Expenses	Basic	Discussion Group	This session will focus on questionable expenses faculty wish charged to their research projects and the tools administrators can use to verify the expense and how to allocate it appropriately.	Pikake 1/2	75 / Theater	Lead: Glenda Bullock, Washington University in St. Louis
The New Research Administrator	The Art of Communication	Basic	Concurrent Session	In today's World, we are locked into communication. Yet we are not always able to get our messages across. This session will offer ideas and examples of how to effectively communicate in an effort to keep the ball rolling. Attendees will gain insight on how to communicate across levels effectively. This session will offer situational examples to translate how messages can be perceived	Maile 1/2	75 / Theater	Lead: Michelle Stevens, University of California-San Francisco
International	How to Turn the Grants of the European Research Council to My Institution's Advantage	Intermediate	Discussion Group	The European Research Council (ERC) is a European Union (EU) organization that promotes high quality research in Europe. It funds individual investigators in any field and can award up to 2.5 million euros per grant. In the EU these are very prestigious awards, with only 12% of applicants getting funded. While ERC awards must be performed in the EU, the ERC and NSF have established an Implementing Arrangement that offers opportunities for NSF-funded CAREER Investigators and Postdoctoral Research Fellows to pursue research collaborations with EU colleagues already supported through an ERC grant. Join us for a discussion of challenges and pros and cons of collaborating with ERC grantees in Europe, and the development for a potential roadmap at your institution.	Plumeria 1/2	75 / Theater	Annika Glauner, Senior Scientific Adviser for International Research Programs; ETH Zurich / University of Zurich; Bruno Woeran, EU Affairs Manager, Merinova Oy AB Finland
Contracting & working with Industry	What Would You Do? Navigating Unexpected Issues While Under Contract	Basic	Discussion Group	This discussion will review case studies on challenging contractual topics, including termination, complications with payment, nuances of international relationships, and (alleged!) non-performance. The case studies will include the specific circumstances and review of applicable contractual terms for the situation in order to facilitate discussion. The session will allow both central and departmental administrators to explore ways to address challenging contractual situations and will aim to foster a consistent institutional approach when handling unforeseen circumstances that arise as part of active management of contractual awards. Participants are encouraged to bring their examples of contract chaos to the table for discussion and sharing of best practices.	Hibiscus 1/2	75 / Theater	Lead: Kevin Stewart, University of California, Santa Barbara and Csilla Csaplar, Stanford University
PUI	A Tale of Two Incentive Programs: Strategic Support for Faculty Grants at Two PUI's	Intermediate	Concurrent Session	Some academic institutions offer incentives to encourage faculty to apply for external funding. Some institutions may reward grant activity with a stipend or an increase in sabbatical salary. Perhaps grant activity is counted toward scholarly activity at the time of tenure review. At many institutions, faculty PIs receive a portion of the IDCs recovered from their external grants, an incentive to encourage continued grant activity. While many grant incentive programs simply reward the act of submitting a grant, we believe there may be a better way to encourage faculty grant activity. In the Fall of 2014, Colorado College implemented a new grant incentive program titled the "SEGway" program (for Spurring/Supporting External Grants) designed to foster strategic thinking as part of the grant development process: The goal of the program was to help faculty become better positioned to be competitive for external grant funding through grants of \$500 to \$5,000. In Spring 2015 Willamette University implemented the "Grant Improvement Scholarship" (GIS fund), modeled on the SEGway program, that helps faculty make their applications more competitive and fundable through grants of \$250-\$2,500. In this session, we will address: 1) a brief history of each program 2) similarities and differences between the programs' key features 3) how the programs were launched and advertised on their respective campuses and how they were received 4) features of each campus's application and how decisions are made 5) a summary of the kinds of activity supported on each campus, and the kinds of external grant proposals that will result (or have resulted) from these programs 6) preliminary results (the first "beta-test" of a SEGway grant, in the amount of \$6,000, led to a \$1.2 million NSF grant) 7) our experience of the programs' "secondary (strategic) benefits," such as increased communication between faculty and sponsored programs officers, longer-term grant planning by faculty, increased communication between faculty and their collaborators/mentors, improved intra- and cross-departmental relationships, providing an opportunity to teach faculty about various aspects of grantsmanship (through both the application process and activities allowed) 8) questions as part of a Q&A session.	Hibiscus 3	40 / Theater	Lead: Tess Powers, Colorado College, Kendra Mingo, Willamette University
Afternoon Break: 3:45 PM to 4:00 PM Sessions 4:00 PM to 5:00 PM							

Leadership and Professional Development	Getting Ahead of the Curve	Advanced	Discussion Group	Getting ahead of the curve is paramount in today's research management environment. By being ahead of the curve you are in the top percentile that has the advanced skills and/or understanding that sets you apart. As a leader in research management, how can you get in front of the myriad of emerging issues rather than become trapped behind the eight ball? Prediction and analysis of trends and indicators needs to be an integral part of the research management enterprise. You as a leader are part of the team that craft solutions through forecasting and providing adequate infrastructures and resources to be able to respond to opportunities, create and maintain robust research management environments and support systems. These are just some of the challenges that we face at the moment: Ethical issues – research integrity – data management - new scientific discoveries and trends that will be supported by future funding opportunities. We have to be prepared and ready to provide timely training and oversight, to be competitive, to be compliant and to be ahead of the curve. The session will involve discussion around case studies on how to identify trending indicators and alignments with resource demands to assure successful outcomes. Participants will become active problem solvers in identifying solutions, risks and remedies and pathways to success.	Pikake 3	40 / Theater	Lead: Annika Glauner, ETH Zurich - University of Zurich and Denise Wallen
Sponsored Program Development and Foundations	Advanced Proposal Preparation- Beyond Paperwork: Deeper Involvement in Proposal Development	Advanced	Concurrent Session	Proposal preparation is more than just paperwork! Using an UO1 proposal case study, participants will learn to distinguish between "basic" and "advanced" proposal elements and capture the key components of a successful submission.	Ilima 2/3	75 / Theater	Lead: Sandra Purves, Los Angeles Biomedical Research Institute, Wendy Rifkin, Noah Congelliere, University of Southern California
Pre-Award	Working With SBIR/STTR, Non-Profit Foundations, and ARPA-e	Intermediate	Discussion Group	Have you experienced the headaches of terms in SBIR/STTR, non-profit Foundations, and ARPA-e awards? If so, come join our discussion group to hear or provide experience on how to overcome the headaches. We'll discuss the terms and conditions associated with small company/university collaborations, non-profit difficult IP and restriction terms, and the administrative burden of ARPA-e awards.	Maile 3	40 / Theater	Lead: Lisa Miller, California Institute of Technology, Gaylene Ursua, California Institute of Technology
Post-Award	Managing Large Multi-Project Center Awards	Basic	Discussion Group	This presentation will cover the basics for success on postaward management of large center and multi project awards and will focus on postaward management and reporting, budget tools for forecasting and projections, cross-department and subaward communication, supplemental funding, building your administrative team, and cultivating PI/Program Director support. The session will also help department administrators deal with common postaward management problems such as forecasting budget cuts, recommending appropriate rebudgeting, and dealing with modules/subawards with slow progress on their specific aims. Developing successful postaward management and reporting strategies, budget tools for research personnel costs, forecasting and projections, appropriate communication skills from: top, bottom, and horizontal organizational heirarchy, building your research administrative management support team: right players for the right roles.	Pikake 1/2	75 / Theater	Lead: Alen Sabio, University of California-Irvine,
Compliance	Administrative Burden in Rear View Mirror May Appear Smaller Than it is	Intermediate	Discussion Group	This discussion group will challenge the status quo of research administration through a guided tour of retrospection. Attendees will come prepared with example scenarios--ranging from theory to practice and facilitators will challenge the group to identify instances where the administrative requirements took precedence over the research, or vice versa. Once identified, the group will discuss the pros and cons of the approach and how collaboration could improve outcomes. Specific topics will be chosen based on interests of participants, but may include: financial conflicts of interest, research ethics, research partnerships with industry, subaward financial and research considerations, and administrative burden. Attendees will leave with greater appreciation for perspectives outside of their own, learn ways in which they can build trust with the faculty they support, and strategies to continue reflection once back at their institutions.	Maile 1/2	75 / Theater	Lead: Melissa Petersen, University of Washington, Amanda Snyder, University of Washington
Departmental	Best Practices in the Hospital Research Environment	Intermediate	Concurrent Session	How does it differ or is the same as at colleges and universities. What are the biggest challenges that hospital research faces or the regulatory environment ?	Plumeria 3	40 / Theater	Lead: Anastasia Rutherford
The New Research Administrator	Proposal Preparation and Review for the New Research Administrator (under the Uniform Guidance)	Basic	Discussion Group		Haleakala 2	100 / Theater	Lead: Aimee Knudson, California Institute of Technology, James Wang, University of California-Irvine
International	International Sub awards: Pitfalls and Tips	Basic	Concurrent Session	This session will focus on the challenges of having foreign subrecipients and how to avoid pitfalls commonly associated with negotiating/finalizing/monitoring foreign subawards. Presentation will include real life scenarios and how issues came to resolution.	Hibiscus 3	40 / Theater	Grace Park, Principal Subcontract & Research Compliance Officer, University of California-Irvine and Sherrie Dennehy, Principal Contract and Grant Officer, University of Southern California
Contracting & working with Industry	Troublesome Clauses with Industry Sponsors	Intermediate	Discussion Group	Come discuss problematic clauses in industry agreements with your peers. We will discuss intellectual property, confidentiality, publication, data ownership and more. The discussion will focus on developing rationale to support university positions when dealing with difficult sponsors. Please come prepared with both language you are trying to negotiate and/or strategies and tips you have used to successfully finalize agreements with industry. Learning Objectives: Facilitators will share different approaches to negotiating industry contracts and discuss their benefits and weaknesses. This session will provide an environment to discuss successful techniques to navigate contract clauses with industry partners.	Haleakala 3	100 / Theater	Lead: Kim Eudy, University of Southern California, Allison Ramos, Chapman University
Luuu on the Molokini Lawn 7:00pm- 10:00pm							
Wednesday, October 5, 2016							
Morning Yoga on the Beach with Tara Bishop: 6:15 AM to 7:15 AM (Wailea Beach)							
Morning roundtable discussion groups 7:00 AM to 8:15 AM (Haleakala 1 Gardens 1)							
Sessions 8:30 AM to 10:00 AM							
Leadership and Professional Development	Mentoring, Coaching & Managing	Intermediate	Concurrent Session	What does it really mean to mentor, coach, manage, and maybe even counsel? AND how do we do this keeping in mind our many differences, particularly in this session, generationally. Many of us stay adept in our professional training, listen to our NCURA friends and neighbors, and have our tips and "things that work" at our University to help us develop our staff of all ages. So let's evaluate our techniques related practices and have a discussion that moves us forward as better mentors, coaches, managers, and maybe at times, a good counselor. Remember a good solution always starts with a good conversation. This session will - Define mentoring, coaching, and leadership. Provide practices on what best role to play as an oversight person. Incorporate generational issues in our workplace related to mentoring, coaching, and leadership	Ilima 2	50 / Theater	Lead: Dan Nordquist, Washington State University, Judy Fredenberg, University of Montana

Sponsored Program Development and Foundations	Understanding the Impact of Excellent Pre-Award Work	Advanced	Concurrent Session	In this case study session, we'll look at relevant real-life scenarios to utilize problem-based learning. Participants will learn by doing and delve deeper into challenging situations that we encounter when proposals are awarded and use critical thinking to address particular areas at the proposal stage that can make postaward run more smoothly. Identify the purpose and importance of various proposal elements. Improve understanding of the connection between proposal elements and post-award management. Learn tips for unraveling proposal errors for successful award management.	Pikake 1	50 / Theater	Lead: Alexa Van Dalsem, University of Colorado at Boulder; Beth Kingsley, Denver Health and Hospital Authority
Pre-Award	Upstream from Subawards: Ensuring Your Prime Award is Prepared for Subawards	Basic	Concurrent Session	This session will discuss important considerations to make during the proposal and award negotiation process in order to make sure your award is ready for subcontracts. Participants will explore topics in the proposal and award negotiation process that can create problems for subcontracts, and will discuss ways to address these issues early on as to avoid these problems. Participants will also discuss tips for making the subcontract process as smooth as possible.	Haleakala 4	75 / Theater	Lead: Sherrie Dennehy, University of Southern California, Grace Park, University of California-Irvine
Post-Award	Audit Trends: How to Plan, Manage and Survive an OIG Audit	Overview	Discussion Group	The federal agencies' OIGs have continued to increase their focus on compliance, fraud, waste and abuse of federal funds. As a result, OIGs are more frequently performing audits of college and universities' programs to review compliance and to identify cost recovery opportunities for these federal agencies. NSF and DHHS have both demonstrated this trend through their increased interest in auditing higher education institutions for compliance and cost recovery opportunities. The NSF OIG developed a specific practice to enhance visibility into how federal funds are spent by awardees by using data analytics. We will walk through our experiences with OIG Audits, covering the steps of each phase of the review. Join us for a discussion on how to plan, manage and survive an OIG Federal Audit. Participants should come prepared to talk about their experiences with audits.	Haleakala 2	100 / Theater	Lead: Mike Legrand, University of California-Davis, Andres Chan, University of Southern California
Compliance	Conflict of Interest Reporting at Smaller Institutions	Basic	Discussion Group	Best Practices for Recording and Reporting Conflicts of Interest at smaller differ from institutions where automated software is employed. Some examples of current practices will be shared, as well as an open discussion about alternates to "big box" solutions including paper based recording and reporting solutions. Finding the best solution for your small PUI for collecting and managing COI reporting for the institution.	Haleakala 5	75 / Theater	Lead: AnnaLee Werkmeister, Deb Murphy, Arizona State University
The New Research Administrator	It's not me, It's You: Managing Personality differences In Res Admin	Basic	Concurrent Session	Presenters will discuss personality types as related to RA roles and how to effectively manage tasks to accomplish mutual goals	Pikake 3	50 / Theater	Lead: Sandra Logue, University of Colorado Denver, Diane Hillebrand
Federal	NSF Update	Overview		Current National Science Foundation updates.	Haleakala 3	100 / Theater	Lead: Jeremy Leffler and Jean Feldman
International	Strategies for Developing, Implementing and Managing Successful Global Collaborations	Intermediate	Concurrent Session	In today's complex world there are ever increasing demands upon research management professionals. As a result, there is a need to aggregate and streamline information, procedures and processes that facilitate global collaborations. This session will focus on strategies to develop successful collaborations, including a discussion of: reasons to collaborate; challenges to collaboration; planning strategies; and time management. The session will also address financial considerations, compliance, the benefit of pre-submission agreements, and the necessity of defining roles and responsibilities.	Ilima 3	50 / Theater	Lead: Denise Wallen, Research Officer & Senior Fellow, University of New Mexico and David Mayo, Director of Sponsored Research, California Institute of Technology
Contracting & working with Industry	Getting off the Big Island: The Land of PI-Initiated Agreements	Intermediate	Concurrent Session	Join us as we take a deep dive into clinical trial agreements. This session will guide participants through a review of contract clauses and negotiations in both Sponsor-initiated and PI-initiated trials. Objectives: (1) Participants will gain a better understanding of the differences between sponsor and PI-initiated clinical trial agreements; (2) Participants will develop skills to tackle the most challenging negotiations.	Pikake 2	50 / Theater	Lead: Heather Kubinec, University of California-Irvine, Douglas Wawrznski
PUI	Strategies for Sponsored Program Development at PUI's	Intermediate	Discussion Group	Intermediate, Discussion Group This discussion group focuses on the special challenges faced by SPOs at primarily undergraduate institutions (PUIs). Three main areas of consideration include 1) organizing an SPO and working with other offices, 2) essential policies, and 3) strategic planning in very small grants offices (1-3 FT staff or equivalent). That is, we will focus on administration rather than interactions with faculty. Following an introduction of the main organizational concepts and necessary administrative structures and policies (30 minutes), participants will choose one or two of the following topics for more in-depth consideration: 1) (the dreaded) NSF desk reviews 2) essential policies for the PUI, or 3) Strategic planning for the PUI office. Time permitting, we will explore specific challenges facing participants at their home institutions. Learning objectives: After this session participants will be able to conduct a basic program and policy inventory/ review at their home institution, identify resources for capacity-building and set up networking with colleagues/ partners at other region VI/ VII PUIs; and learn to use strategic planning tools to keep their SPO growing and prevent stagnation or gridlock.	Protea	22 / BR with overflow chairs	Lead: Tim Otter, College of Idaho
Morning Networking Break 10:00 AM to 10:30AM (Haleakala Gardens 1)							
Yoga Break With Tara Bishop 10:15 AM to 10:30AM (TBN)							
Sessions 10:30 AM to 12:00 PM							
Leadership and Professional Development	Why should the Boss Listen to You	Advanced	Discussion Group	Discussion about tips and techniques to manage VPs and DVCRs	Ilima 2	50 / Theater	Tracey Swift; University of Auckland

Pre-Award	Going Electronic: How to Manage Routing and Approvals/Business Correspondence in the Proposal and Awards Process	Intermediate	Concurrent Session	Washington State University (WSU) and University of California – Berkeley (UCB) have been actively moving their proposal/award routing and approval systems toward electronic processing in the last few years. On the other side of the spectrum, San Francisco State University (SFSU) is still mired in paperwork and hard signatures. Though the SFSU Sponsored Projects Office has overcome several challenges in its ongoing transition to a more paperless business process, there is still much to glean from the successful transitions made by its UCB and WSU counterparts. UCB has transitioned into using the Quali Coeus platform (branded at UCB as "Phoebe"), with proposal approval/routing fully functional, and awards on the horizon for 2016. WSU has developed a home-grown electronic proposal/award approval and routing system in conjunction with an extensive database (MyResearch). Complimentary electronic tools have also been created for maintaining and managing the associated data used for tracking and reporting purposes. In this presentation, we will highlight how moving to a more streamlined and paperless process has positively impacted the workload at WSU and UCB regarding efficiency, workflow, transparency and metrics within the workplace. Additionally, we will compare/contrast the electronic systems with the system still in place at SFSU.	Haleakala 4	75 / Theater	Lead: Diane Rathbun, Washington State University, Noam Pines, University of California-Berkeley, Joshua Calder, San Francisco State University
Compliance	Big Data- What Does it mean and what do we do with it?	Intermediate	Discussion Group	Cloud computing is an extremely powerful technology used to perform massive-scale and complex computing and the resulting need for storage. This powerful technology can eliminate the need to maintain expensive computing hardware, dedicated space, and software. Discussion of this issue is intended to spur thought on how institutions will successfully deal with the volume, variety and oversight responsibilities that come with institutionally supported big data in the "cloud" and ownership over the long term for investigator initiated research.	Haleakala 5	75 / Theater	Lead: Debra Murphy, Arizona State University, Natalie Buys, University of Colorado Denver, Lee Pettit, Arizona State University Main
The New Research Administrator	Customer Service: Saying NO with a Smile	Basic	Discussion Group	As a new administrator it is imperative to master the skill of saying NO without upsetting your faculty. Compliance plays a major role in maintaining and ensuring that new funding is coming. As such, there would be many instances where you will have to provide a quality customer service, while remaining compliant.	Pikake 3	50 / Theater	Accounting Services, Temple University Jennifer Strange, Senior Research Administrator, Colorado State University
Federal	Department of Education	Overview	Concurrent Session	Current Department of Education updates.	Haleakala 3	100 / Theater	Lead: Emily Doodle
Contracting & working with Industry	The Value of the Critical Link Between the Tech Transfer Office and Research Administrators in a University	Overview	Panel Presentation	In this presentation we will examine the key elements that link the tech transfer office with research administrators at a research intensive university and how strengthening this link leads to superior research outputs and outcomes for the University. Examples and case studies will demonstrate the success that can happen when these key elements work together at UNSW Australia in transactions such as the creation and ultimate sale of a spin-off company, Lithicon Ltd. to FEI Inc.	Pikake 2	50 / Theater	Lead: Graham Morton
PUI	Summitting Haleakala: Implementing an Electronic Grants Management System at a PUI	Intermediate	Discussion Group	One schools journey: managing grants from unlinked excel spreadsheets, word of mouth, and Banner to a single electronic system with a two person office at a PUI 1. Participants will learn how to identify their workflow process. 2) Participants will understand the advantages and efficiency of electronic systems at a PUI; 3) Participants will gain an understanding of ongoing maintenance and training efforts once the system is in place.	Ilima 3	50 / Theater	Lead: Angie Rochat, Fort Lewis College
Conference Ends							