

NCURA Region V 2014 Spring Meeting Concurrent & Discussion Sessions

Lead Presenter's Last Name	Lead Presenter's First Name	Lead Presenter's Institution	Session Date	Session Time	Session Title	Session Description	Track	Level
Evans	Susan	Northeastern State University	5/5/2014	10:30 AM	Developing/Growing Sponsored Programs Offices at PUIs	A good investment in your Research and Sponsored Programs/Administrators Office will yield a high return to your university. Beginning with a good foundation, it is essential that research administrators build an effective and productive office. This includes building a good rapport and developing professional relationships with faculty and staff along with mentorship opportunities. Equally important are the tools necessary to fulfill the daily office duties. This session will cover all the key aspects of implementing a successful Research and Sponsored Programs/Administrators Office.	PUI	Beginner
Martin	Rafael	The University of Texas at Dallas	5/5/2014	10:30 AM	Understanding IP Issues for Pre-Award	Intellectual property (IP) is at the heart of the university research enterprise and an understanding of intellectual property issues is necessary for all research administrators. This session will provide an overview of the history and forms of IP protection, including the foundation of university IP rights, the Bayh-Dole Act. It will then cover some of the issues related to intellectual property in the pre-award environment, including IP ownership, publication and conflict of interest.	Research Compliance	Beginner
Sedwick	Susan	The University of Texas at Austin	5/5/2014	10:30 AM	Senior Forum	No one can say that research administration is boring. Just when we get one new mandate under control, another looms and we play the eternal game of chicken with the train or the light at the end of the tunnel. These seasoned research administration professionals will cover the hottest of topics and provide some insights on how they prepare for the impact of the inevitable uncertainties and new realities of our profession.	Other	Advanced
Evans	Susan	Northeastern State University	5/5/2014	1:00 PM	PUI General Discussion Group	This session serves as an extension of the "Developing/Growing Sponsored Programs Offices at PUIs" presentation. Attendees will be afforded the opportunity to participate in group discussion and a question/answer session.	PUI	Overview
Hawk	Patricia	Oregon State University	5/5/2014	1:00 PM	Governance Change--It Makes Things Weird	We have all heard about Business Centers and Service Centers for our research administration functions over the past few years. Oregon State University may have been one of the first universities to implement these Business Centers. But Oregon State University is also in the midst of a governance change. Over the past 3 years, we will have moved from being a state agency to an independent public university with its own Board of Trustees. Not only is it a major cultural change, there are a LOT of things to consider/ensure when making this kind of change. This session will discuss Oregon State's journey on this path, with an eye to all of the things that have to change and all of the things that have to stay the same. The change of our legal name was just one simple example that didn't have an immediate answer!	Other	Overview
Newton	Debbie	The University of Tulsa	5/5/2014	1:00 PM	Basics of Industrial Contracting	<i>[Full session description coming soon!]</i>	Post-award	Beginner

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Erwin	Scott	Texas State University-San Marcos	5/5/2014	2:15 PM	Compliance/Circular A-81	After two years of discussion and debate, the Omni Circular is here. In December 2013 the OMB issued the Final Guidance for Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Regulatory requirements, streamlined and combined into one comprehensive document will continue to guide us through the life of a project from proposal stage to closeout and audit remaining an integral part of our daily professional life. We're still figuring out what to call it: Omni Guidance, Super Circular, A-81, Final Guidance, CircZilla, or just The Monster? Whatever its name, the research administration community is reading, highlighting, flagging and tagging the Guidance as fast as possible. There has been considerable analysis to date, and this session will discuss information that we need to understand about what the Guidance means and how it will affect our current policies and business practices. Is there still effort reporting? Can we buy iPad and laptops? Do we still have title to equipment vested in our universities?	Research Compliance	Beginner
Smith Parks	Roxanne	Lamar University	5/5/2014	2:15 PM	Pre-award General Discussion Group	Bring your ideas and join your colleagues in a lively discussion about the numerous questions surrounding us in the Pre-Award Research Administration world. From OMB to OMG! the topics and ideas from attendees will be shared and discussed to define options and best practices for real world application.	Pre-award	Overview
Williams	Stacy	The University of Texas at San Antonio	5/5/2014	2:15 PM	Uh, oh! ...but You Told Me I had Funds Available!	It could be Doomsday if you forget to check and re-check that F&A is properly budgeted & expensed! This session will focus on providing guidance as to what considerations are necessary to prevent cost overruns or misinterpretations of the free balance communicated to the PI. An F&A calculator tool will be presented as a model to use for verifying that F&A is budgeted correctly at pre-award, at award set up, or while processing a re-budgeting request. A similar formula can be used for financial reporting purposes. As a best practice, a research administrator or grant accountant should perform "manual" calculations to ensure that F&A earned compared to the auto-calculated F&A expensed amount on a ledger is accurate. This method of verification aids in identifying when F&A adjustments, budget transfers, or expenditure corrections may be needed. Timeliness and accurately communicating the financial status or estimated unobligated balance is critical during all phases of an award cycle. And by the way...don't forget about those everlasting encumbrances and out-of-nowhere or later-than-ever transactions.	Post-award	Intermediate
Bishop	Tara	NCURA	5/5/2014	3:45 PM	Creating a Positive and Candid Culture in Your Office	<p>In this session we are going to look at positive office culture through the lens of what practices we, as individuals, can incorporate--beginning right away--that will create and enhance our business relationships, leading to a more positive, candid, effective and enjoyable work place.</p> <p>We will focus on three components of what we can do to create or enhance the culture in our work place:</p> <ol style="list-style-type: none"> 1) Management of self, 2) One on one communications, and 3) Teams and Team Meetings. <p>Join us as we share tools and resources to bring our best selves to each day, to have effective communication during 1-on-1 interactions, and to create effective and enjoyable team meetings.</p>	Human Capital/Professional Development	Overview

Lead Presenter's Last Name	Lead Presenter's First Name	Lead Presenter's Institution	Session Date	Session Time	Session Title	Session Description	Track	Level
Cody	Jean	The University of Texas at San Antonio	5/5/2014	3:45 PM	Post-award General Discussion Group	A general, basic-to-intermediate level post-award discussion group. The discussion group leaders will provide a list of potential topics for discussion but expect it to proceed based on the attendees' topics of interest.	Post-award	Overview
Toups	Krystal	The University of Texas Health Science Center at Houston	5/5/2014	3:45 PM	The Self-Submit Process	<p>Have you ever been asked on a grant deadline, "How late does your office stay open"? Maybe you wish that your faculty had more time to work on their science. Perhaps you're an Authorized Signing Official hitting the submit application button with only seconds to spare before the deadline, wishing for a better way. Well this session is for you. This session will focus on strategies and practices learned from the implementation of a process by central administration, which allows Principal Investigators/Departments to submit electronic federal proposals directly to the agency. Rightly coined, "The Self-Submit Process".</p> <p>Learning Objectives:</p> <ol style="list-style-type: none"> 1) The importance of identifying streamlining opportunities and how to make them happen. 2) Strategies for developing a self-submit process for electronic applications. 3) The step-by-step self-submit process developed utilizing a system-to-system interface. 4) The success of the self-submit process and how it has improved workflow, customer service and proposal management. 	Pre-award	Overview
Gallinaro	Delia	Sam Houston State University	5/6/2014	8:30 AM	Building International Collaborations	<p>Learn about the NCURA International Fellowship experience from two recent Fellows who will describe their personal and professional time working abroad. Specific information about the Fellows' experience will be provided with descriptions of how research administration offices are organized overseas and their processes for handling international collaborations.</p> <p>The session will also focus on the power of international collaborations for both research intensive institutions and PUIs with tips on how to manage the issues most pertinent to foreign institutions.</p> <p>Discussions will include ideas for: 1) finding funding sources for international partnerships, 2) learning to vet foreign collaborators, and 3) issues that may come up with legal agreements.</p>	Other	Intermediate
Reyes	Barbara	The University of Texas at Austin	5/6/2014	8:30 AM	Show Me the Money...Seriously...Show Me the Budget...	Detailed budgets can be tedious especially when multiple personnel and cost share are involved. Not comfortable with budgets? Need a basic review on calculating effort, determining salaries, and plugging these components into the R&R Detailed (or modular) budget format? We will have a look at two basic budget models and their essential budget components.	Pre-award	Intermediate
Roberts	Evan	Attain, LLC	5/6/2014	8:30 AM	Exploring the Shared Services Research Administration Model: A Passing Fad or Look into the Future?	There has been a lot of interest recently in the implementation of the Shared Services research administration model. This model combines pre-award, post-award, and departmental administration functions into one group (i.e. Shared Services). The model promises exceptional customer service, one point of contact for a variety of business functions, and all at a cost savings to your institution. Deploying this model is very tricky and involves a deep understanding of the people, process and technology involved in research administration at your institution. This session will present strategies surrounding the Shared Services model in order to develop a sound project approach to consider the merits of the model, deciding whether this is right for your institution, and how to manage its implementation should your institution want to embark on this new frontier.	Other	Intermediate

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Brown	Carrie	Stephen F. Austin State University	5/6/2014	10:30 AM	Research Compliance Basics	This session will provide a holistic view of the various categories of compliance (including IRB, IACUC, IBC, FFATA, Export Control, research misconduct, RCR, FCOI, and other aspects of project monitoring) and serve as a forum to address issues specific to non-research institutions. Topics to be covered include: 1) managing multiple compliance assignments with limited staff; 2) administrative responsibility for compliance; 3) developing and implementing manageable policies and procedures; and 4) establishing a compliance monitoring system.	Research Compliance	Beginner
Doyle	Anne	National Science Foundation	5/6/2014	10:30 AM	NSF Update	This session is a comprehensive review of what is new and developing with the National Science Foundation's programs, policies, people and budgets. Participants will learn about changes affecting their institution and new programs of interest to their researchers.	Other	Overview
Mason	Linda	Oklahoma State Regents for Higher Education	5/6/2014	10:30 AM	NCURA International Fellowship (discussion)	The discussion will involve experiences in building international collaborations. Specific experiences will include the NCURA International Research Fellowship and follow-up activities related to those fellowships. Attendees who have experiences with building international collaborations are encouraged to share. Questions and answers are par for this discussion.	Human Capital/Professional Development	Intermediate
Davis	Gail	Lamar University	5/6/2014	1:00 PM	Compliance General Discussion Group	A discussion of general Compliance topics and changes coming from the new Circular.	Research Compliance	Overview
Gallyoun	Mark	The University of Texas at San Antonio	5/6/2014	1:00 PM	Subaward/Subcontract Process	Overview of concepts for implementing a streamlined and efficient subaward/subcontract process. Key concepts are: definition of subcontract/subaward; subawardee vs. vendor; initializing a subaward/subcontract; incoming vs. outgoing; federal/non-federal subawards; industry subawards; documentation needed to prepare outgoing subaward/subcontract; subaward/subcontract templates (Federal Demonstration Partnership templates); work flow and internal routing of subawards/subcontracts; federal guidelines for subcontracting; clauses to flow down from the Federal Acquisition Regulations (FAR); subrecipient monitoring; negotiation of contract terms on export controls, intellectual property, publication, etc.; subaward/subcontract closeout.	Post-award	Beginner
Thatcher	Kathy	The University of Texas at Austin	5/6/2014	1:00 PM	Building Relationships with Constituents and Improving Grant Submissions	The Grants Services Office in the College of Liberal Arts at The University of Texas Austin has developed a style of its own in providing faculty and graduate students with assistance in learning about, improving, and applying for grants. In this session we will share the results of our work at the dean's office level that have addressed our goals of: building relationships with constituents across The University, including faculty, graduate students, the Office of Sponsored Projects, and the University Development Office; matching faculty and graduate students to funding opportunities; working with principal investigators to improve the quality of grant submissions; and incorporating assessment and regular reporting into the work of the office. Our presentation will explain how we have accomplished these goals, the tools and publications we have created to facilitate this work, and the processes we have put in place to streamline our work. Specifically, we will talk about our weekly grants digest and how it is prepared, publications we have created to assist faculty and graduate students with their grant submissions, the timeline we have established to manage the work of our busy office, and more...	Departmental	Overview

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Barthell*	John	University of Central Oklahoma	5/6/2014	2:15 PM	Sustaining Undergraduate Research in an Era of Fiscal Uncertainty	A faculty development model in the College of Mathematics and Science at the University of Central Oklahoma will be described. In its sixth year, the Center for Undergraduate Research and Education in Science, Technology, Engineering, and Mathematics (CURE-STEM) is a faculty-driven and student-centered approach to experiential learning. This program encourages faculty members to participate in undergraduate research activities by awarding them reassignment time and/or other resources while also engaging them in grantsmanship activities. The program returns over ten dollars in student-centered, external grant revenue for every dollar invested in faculty development. In this session, the basic elements of the model will be explained, including the relationships among reassignment time, student salaries, and travel funds. The presentation serves colleagues at institutions with declining funding and increased expectations for forms of learning outside the classroom (High Impact Learning Practices), a condition often characterized as the "New Normal." This presentation will describe key elements of a faculty development model that is predicated on the premise of return on investment. It is relevant for Predominantly Undergraduate Institutions (PUIs) at public universities where on-campus revenue is in decline as expectations for High Impact Learning Practices such as undergraduate research are expected to increase.	PUI	Intermediate
Daly	Erin	U.S. Department of Agriculture	5/6/2014	2:15 PM	USDA Update	Join USDA staff to learn more about upcoming funding opportunities at the National Institute of Food and Agriculture. Updates will be provided on the Agency's farm bill implementation, including how to provide stakeholder input, who will be impacted by the changes to matching requirements, and how applications from Centers of Excellence will be prioritized.	Other	Overview
Palmer	Joanne	Texas State University-San Marcos	5/6/2014	2:15 PM	Subrecipient Monitoring	Sponsored programs collaborations have increased in recent years. Emphasis on Subrecipient Monitoring has become a mainstay within Research Administration. The session will include the following points: <ul style="list-style-type: none"> · Subrecipient relationships · Gathering appropriate information for FFATA reporting AND monitoring · What if there is an audit finding? · Risk Assessment · Roles of faculty and department staff regarding Subrecipient Monitoring 	Post-award	Intermediate
Moore	Michael	San Jacinto Community College District	5/6/2014	3:45 PM	Activity-Based Budgeting: A Post-award Perspective on Pre-award	Activities define grants and nothing is more frustrating than underestimating what an activity costs. Activities take time and/or money. Activity-Based Budgeting has its roots in Activity-Based Costing, which was used predominantly throughout the 1990s in business management. This presentation seeks to turn typical spreadsheet budgeting into a more collaborative endeavor, especially for individuals who are uncomfortable with accounting and sometimes disengage. It is a better match for grant budgets than business budget planning across different industry models.	Pre-award	Intermediate

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Tindle	Kayla	Texas Tech University	5/6/2014	3:45 PM	Grabbing the Bull by the Horns: Using Motivation Theory to Maintain Control During Collaborations with Faculty and Industry	This session focuses on improving and influencing collaborations between research administrators, faculty, and/or other stakeholders on competitive collaborative projects. Using motivation theory as a foundation, the session explores possible reasons for counterintuitive and counterproductive behaviors among collaborators and how research administrators can maneuver around big egos, strong personalities, and destructive communication practices. The session will give participants simple and pilot-tested tools increase collaboration and synergy when submitting competitive proposals. The second part of the session will look at specific examples, including an interactive case study.	Pre-award	Intermediate
To be named	Speaker	National Institutes of Health	5/6/2014	3:45 PM	NIH Update	<i>[Session description coming soon]</i>	Other	Overview
Avery	Marcie	Texas A&M System Sponsored Research Services	5/7/2014	8:30 AM	FAR Clauses/Federal Contracts	This session will provide an overview of the Federal Acquisition Regulation (FAR) System and assist administrators in determining the applicability of FAR clauses, negotiating appropriate contract terms for research institutions, and identifying key clauses affecting the administration of federal contracts.	Post-award	Beginner
Marangoni	Daniel	Rogers State University	5/7/2014	8:30 AM	Grantsmanship/Grant Writing	This session will teach research administrators how to write quality grant proposals by focusing on the development of strong programs with measurable objectives. Special attention will be given to program evaluation and assessment. The session will start with identifying target population needs, and will work through a theory of change and a logic model to put the pieces of the puzzle together.	Pre-award	Beginner
Reyes	Barbara	The University of Texas at Austin	5/7/2014	8:30 AM	Close Encounters of the Budget Kind	Is that budget looking kind of unnatural? We will review common obstacles that can consume valuable time during a budget review. We will look at simple calculation devices that can be used when: <ul style="list-style-type: none"> • limited F&A rates apply (backing into rates), and • determining correct indirect cost base when multiple subawards are involved. 	Pre-award	Beginner
Faber	Jan	Texas A&M University System	5/7/2014	10:30 AM	A Case Study in Non-Compliance	Presenters will discuss issues of non-compliance taken from actual events and how they were analyzed and resolved via the Federal Sentencing Guidelines.	Research Compliance	Advanced
LeNoir	Sarah	The University of Texas at San Antonio	5/7/2014	10:30 AM	Managing the Internal and External Forces of Technology Change in Your Electronic Research Administration Environment	This session will focus on managing the internal and external forces of technology change in your Electronic Research Administration applications. The presentation will cover the key aspects of integration, change management processes, and the pursuit of continual process improvement faced by research administrators. Challenges and successes faced by The University of Texas at San Antonio during our multiple Technology projects, including our system-wide PeopleSoft Implementation, will be discussed. Participants will learn about working with those internal and external drivers to align IT changes with Research Business requirements.	Other	Overview

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Saygin	Can	The University of Texas at San Antonio	5/7/2014	10:30 AM	Lean Implementation in Proposal Development and Submission: Metrics and Operational Performance	In this study, a lean implementation project in the area of proposal development and submission is described. The project follows the Define-Measure-Analyze-Improve-Control (DMAIC) cycle of Lean Six Sigma methodology. The presentation includes an overview on setting the right goals and operational metrics to maximize the efficiency and effectiveness in six distributed Research Service Centers (RSC) at the University of Texas at San Antonio. Challenges in managing metrics and their interpretation are discussed. A framework for incorporating operational metrics into performance improvement, along with a practical deployment model that uses a Do-Doing-Done board to monitor proposal development process are presented. The lean implementation project demonstrates the importance of visual workplace, timely response in workflow, and effective communication in research administration.	Pre-award	Intermediate