

NCURA Region V Fall 2026 Meeting - Workshop Information

Sunday, November 1, 2026

Morning Workshops: 8:30 am - 12:00 pm

WORKSHOP #1

Title: Pre-Award 101: Laying the Groundwork for Sponsored Project Success

Presenters:

- Abby Gillory, MLIS, CRA, Assistant Vice President for Research, The University of Tulsa

Description:

New to pre-award and not sure where to start? You're not alone. Pre-award administrators juggle high-volume workloads, tight deadlines, and ever-changing regulations, often learning as they go. It's no surprise that the experience can feel overwhelming. This workshop cuts through the noise. You'll gain clarity on the pre-award process, build essential knowledge, and walk away with practical strategies to stay organized, anticipate challenges, and manage your workload with confidence.

WORKSHOP #2

Title: Build Your Own AI Policy Bot: Turning Federal Guidance into Actionable Answers for Research Administration

Presenters:

- James Hayward, Director of Post Award Management and Technology, Rice University
- Eric Martinez, Assistant Director, Department of Business Intelligence & Enterprise Engineering, University of Texas-Rio Grande Valley School of Medicine

Session Moderator:

- Thomas Spencer, PhD, MBA, Associate Vice President for Research Operations, University of Texas at Rio Grande Valley

Description:

This hands-on workshop is built for research administrators who want practical, real-world applications of artificial intelligence. Participants will design and build an "AI policy bot" from scratch that can interpret and respond to questions using federal guidance such as Uniform Guidance 2 CFR 200, NIH Grants Policy Statement, and NSF Proposal and Award Policies and Procedures Guide.

The session is structured as a working build. Step by step, attendees will create a functional prototype that ingests policy content and produces grounded answers to common research administration questions. The goal is simple: leave with a tool you can take back and use. Beyond the build, the workshop addresses the realities of AI adoption. Participants will engage in direct discussion on how federal guidance intersects with institutional policy, where AI introduces risk, and how to maintain consistency, compliance, and audit readiness.

Led by two experienced professionals with deep backgrounds in both IT and

research administration, this workshop blends technical execution with operational insight.

Prerequisites:

Bring a laptop and a willingness to engage. No advanced programming skills required, but familiarity with research administration concepts will help you move faster and get more value.

Workshop #3

Title: Clinical Trials 101

Presenters:

- Dawn Underwood, PhD, Vice President for Research, Oklahoma State University Center for Health Sciences
- Candida Barlow, PhD, MSN, CRN-BC, RN, Director, Clinical Research Trials, Oklahoma State University Center for Health Sciences
- Scott Davis, BS, CRA, Retired Director of the Office of Research Administration, Oklahoma State University Center for Health Sciences

Description:

Developing a successful clinical trials program requires more than identifying promising research opportunities—it demands a strong operational foundation, effective governance, sound financial management, and seamless collaboration among institutional stakeholders. This workshop provides a comprehensive roadmap for building and managing a robust clinical trials program from concept to study closeout. Participants will explore the essential components of clinical trials infrastructure, including policies and standard operating procedures. The workshop will also examine best practices for data governance and the integration of clinical trial management systems (CTMS), electronic regulatory (eReg) platforms, and other supporting technologies. The session will guide attendees through the clinical trial development process, including protocol review, regulatory registration requirements, feasibility assessments, budgeting, and cost analysis. Participants will gain practical insights into negotiating clinical trial agreements, with discussion of key contractual provisions such as payment terms, indemnification, intellectual property, publication rights, data retention, audits, governing law, and protocol alignment. Attendees will leave with practical strategies, tools, and best practices to strengthen their institution's clinical trials operations and improve efficiency, compliance, and research success.

Afternoon Workshops: 1:00 pm – 4:30 pm

Workshop #4

Title: Flight Path to Success: Navigating Post-Award Fundamentals

Presenters:

- Angela Mazzolini, Assistant Managing Director - Grants Management Team, Texas Tech University
- Laura Rosales, Administrator III, Baylor College of Medicine

Description:

This workshop will guide you along the full flight path of an award, from pre takeoff setup to final landing and closeout. En route, we will navigate key areas including financial management, subaward oversight, cost sharing, rebudgeting and modifications, compliance monitoring, effort reporting, sponsor reporting, and audits. Participants will discuss turbulence points, explore proven strategies for a smooth flight, and share best practices they can implement immediately.

Workshop #5

Title: Beyond the Interview: Elevating Interview Skills for Candidates & Hiring Managers

Presenters:

- Stacy Pritt, DVM, MS, MBA, CPIA, CHRC, EXCS, ECoP(EAR), DACA, Associate Vice Chancellor & Chief Research Compliance Office, Texas A&M University College of Veterinary Medicine & Biomedical Sciences
- Sheleza Mohamed, MBS, MHA, FACHE, CRA, CFRA, CPRA, Senior Administrator, University of Chicago

Description:

Effective interview skills and self-stewardship are essential for career growth and meeting individual and organizational initiatives. Our comprehensive workshop is designed to equip candidates with insight on branding, demonstrating an executive presence, mastering essential interview skills, and examining the main event. Additionally, we will discuss how to develop a plan that includes recovery and re-engagement when disappointment occurs.

We will also equip managers with the skills, knowledge, and tools necessary to identify the right candidate, make informed decisions, deploy effective interview techniques to secure quality employees to meet organizational strategies while fostering a healthy work environment.

Participants will learn various interviewing styles and gain further insight with a managers quick guide. By the end of the workshop, participants will be able to elevate their interviewing skills, approach interviews with new found confidence, and hire more successfully.

Workshop #6

Title: NSF Secure

Presenters:

- Lori Schultz, MACC, CRA, Deputy Director, NSF SECURE Center and Assistant Vice President, Research Administration, Colorado State University

Amanda Humphrey, MBA, CRA, Chief Research Operations Officer, Northwestern University

Description:

This half-day workshop is designed to build connections between research administrators working in or interested in the research security space. This hands-on session will provide opportunities for participants to work with colleagues across the research administration spectrum to assess case studies. Working in small teams, participants will map processes, roles, understand gaps and frame recommended process improvements. The workshop will also include opportunities to consider how SECURE Center resources can support ongoing process improvement efforts in research security work. There will be an emphasis on building connections with peers.

Workshop #7

Title: The Leadership Lab: Solving Real-World Challenges in Research Administration

Presenters:

- Robin Remotigue, MPPA, CRA, Executive Director, Research Services, UNT Health Fort Worth
- Courtney Swaney, MPA, CRA, Principal, Attain Partners
- Kay Gilstrap, CRA, Director of Internal Controls and Policy Development, Georgia State University

Description:

The Leadership Lab: Solving Real-World Challenges in Research Administration is an interactive, executive-level workshop designed for experienced research administration leaders navigating the increasingly complex landscape of sponsored programs management. Through facilitated discussion, leadership-focused case studies, peer-to-peer problem solving, and practical leadership frameworks, participants will examine the real-world challenges facing research administration offices today—including regulatory fatigue, change management, staff burnout, institutional tensions, succession planning, and balancing compliance with organizational culture. Unlike a traditional lecture-based session, this workshop is structured as a collaborative “Leadership Lab” where participants serve as both learners and advisors. Attendees will work in small groups to analyze authentic leadership scenarios, identify underlying organizational and cultural challenges, and develop strategic recommendations that can be applied within their own institutions. The workshop emphasizes adaptive leadership, practical decision-making, and peer engagement while recognizing that leadership in research administration rarely involves one “right” answer.