NCURA Regional Meeting VI & VII

November 17-19 | 2020

Working Apart Coming Together

We are excited to host our first Virtual Regional Meeting for our NCURA Region VI and Region VII members and non-members! The schedule is currently underway, however please see the draft Program Offerings to get a sense of the sessions that will be offered November 17 - 19. The program will generally run 2 concurrent sessions in a one hour time slot, with a 15 minute break between sessions. At few times, there will be 3 concurrent sessions in a single time slot. Additionally, we will have federal updates from the NIH, NSF, and NEH. As usual, each region will hold their Business Meeting during the program. Each day (Tue - Thu) will begin at 11:00 a.m. PDT/ 12:00 p.m. MDT. The last session of the day will end no later than 4:30 p.m. PDT/ 5:30 p.m. MDT. Opportunities to network will also be included! We will also have a designated Virtual Help Desk / Information Desk through the entire meeting. We certainly had hoped to see you all in person this Fall, but we look forward to seeing you all online mid-November!

Program Offerings - *draft*

Track	Title	Level	Session Type	Lead Presenter	Co-Presenter(s)	Description
Contracting	Clincal Research Administration, Finance and Contracting Basics	Basic/Overview	Concurrent	Jennifer Cory, Director of Operations, Center for Definitive and Curative Medicine	Heather Kubinec, Principal Contract Officer	This session will provide an overview of clinical research: the stages of research, the roles of the various people involved and best practices for effectively working together. Key regulations that guide researchers/institutions and funding challenges will also be discussed, as will an overview of contracts.
Contracting	Troublesome Clauses and Red Flags in Sponsored Contracts: An Overview	Intermediate	Concurrent	Beth Kingsley	Noam Pines	Reading and interpreting contracts can feel like trying learn a new language. Come learn some contract term translations, and some strategies for building effective partnerships while still protecting your institution. The session will focus on common troublesome clauses and assist you with identifying red flags and considering possible solutions.

Contracting	Things that make you go hmmmmm... Tips for what to do at proposal stage when applying for a large federal contract	Intermediate	Discussion Group	Allison Ramos, Contract and Grant Officer, Stanford University	Jennifer Scerri, Contract and Grant Officer	The goal of the discussion group is to create a safe space for sharing case studies, best practices, and lessons learned when it comes to negotiating and resolving potentially problematic Federal Contract terms. Often successful award negotiation starts by addressing potential issues at the time of proposal. The two presenters will bring recent situations they faced at their institution when applying for, and negotiating, multi-million dollar Federal Contracts. We will focus on what types of solicitation language can raise a flag around participation restrictions, dissemination restrictions, and data safeguarding terms that might not align with your institution's policies. We will also discuss how to navigate the proposal preparation and contract negotiation when there are several subcontractors included in the budget. Recognizing these potential challenges early allows for creative and proactive steps at proposal that can save time and headaches down the road at time of award. This discussion is intended for both department administrators and central office administrators who are new to Federal Contracts. The conversation will be from the perspective of a university or research institution conducting fundamental research.
Compliance	Intelligently Identifying and Reducing the Threat of Intelligence Activities			Laura Provencher, Export Control Analyst, University of Arizona	Amy Weber, Export Control Analyst, University of Arizona	Federal scrutiny and news articles concerning foreign exploitation on our campuses is surging. This session engages a panel with a breadth of experience addressing intelligence activities which occur on and off our university campuses. Engaging backgrounds at a variety of university and federal government agencies, facilitators will demonstrate how this threat includes, but goes beyond the researchers in the applied sciences, impacting our entire campus. The session will provide an overview of intelligence collection, and recruitment activities, what they look like for a variety of campuses (from small liberal arts colleges to large top-research universities), their impacts to campus constituents, and tips for building awareness. Each section will include opportunities for participants to engage in small groups and work through a variety of exercises to identify vulnerabilities to our populations and activities; share insights; and conceptualize steps to reducing the threat of exploitation. Participants will leave with a deeper understanding of a complex problem and resources to empower campus communities.
Compliance	Section 117 Reporting	TBD	TBD	TBD	TBD	INFO COMING SOON!
Compliance	Subaward Unifrom Guidance Updates	TBD	TBD	Laura Register	TBD	INFO COMING SOON!
Updates	NSF Update	Overview	Concurrent	TBD	TBD	Update from the National Science Foundation.
Updates	NIH Update	Overview	Concurrent	TBD	TBD	Update from the National Institute of Health.
PUI/Departmental	NEH Presentation	TBD	Concurrent	TBD	TBD	INFO COMING SOON!
PUI/Departmental	INFO COMING SOON!!					
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Human Capital	Freeze frame or Reframe? Career Planning during a Recession	TBD	Concurrent	Panel Tricia Callahan - Moderator Sylvia Bradshaw Natasha Williams Jen Cory	N/A	Amidst recent economic downturns, it's understandable that many are confused and uncertain about what's ahead for them in terms of their careers. The timing may not seem optimal for planning a career change, yet now may be the best time to re-evaluate career goals and options. This session will guide participants on how to best navigate a career change during a recession and will include resources for career mapping, networking, and continuing education.
Human Capital	Remote Work: Thinking Long Term	TBD	Concurrent	Panel Saiqa Qureshi - moderator Catherine Douras Alexa Van Dalsem Lisa Hunn Sharon Louie	N/A	As we shift to longer term remote and some hybrid how do we shift from crisis management to long term adjustment, communication strategies, management, leadership, team building, recruitment and retention.
Human Capital	Remote Work & Inclusion: Equity for All	TBD	Concurrent	Panel Tricia Callahan - Moderator Rashoda Harris Mario Medina Megan Dietrich	N/A	Working remotely comes with unique challenges, ranging from technical considerations and accessibility issues to providing flexible work schedules for employees balancing child and dependent care. The focus of this session is on supporting equity in the transition to remote work. Topics to be covered include child and dependent care guidance for supervisors; ergonomic tips for working remotely; considerations around technology specifications and support; providing assistive technology; hiring and onboarding in a remote environment; and fostering an inclusive, supportive remote culture.
Pre-Award	Art of Communication	Basic/Overview, Intermediate	Concurrent	Michelle Stevens, Office of Sponsored Research, Research Services Manager at the University of California	Sharon Louie Christine Morris	The Art of Communication Communication so important in any work environment. As a research administrator, you will be communicating information to faculty, central offices, department staff and more. To ensure that what you convey does not get lost in translation, this session will provide tools to assist with building all types of working relationships by learning to communicate effectively and efficiently.

Pre-Award	Effective Budget Training for New Research Administrators	Intermediate	Concurrent Session	Allison Fischer, Senior Proposal Analyst at University of Colorado Boulder	TBD	I am responsible for training new hires in budgeting at UC Boulder. I would like to share my process in doing so. My typical method includes presentations entitled Budgeting 101, 102, and 103. I then dive into a budgeting "boot camp" with 10 practice budgets. Budgeting 101 includes a basic overview of budgeting for sponsored projects. It is applicable to DRAs, PIs and anyone in Research Administration looking to gain a deeper knowledge of the cost principles. Budgeting 102 gets more specific to CU Boulder. I focus on the more complicated budgeting policies of ours: Salaries + Wages. Tuition is included in this session as it accompanies salaries for GRAs on our sponsored projects. Budgeting 103 is essentially every other category (Capital Equipment, Travel, Participant Support, etc.) and is a bit more interactive as I bring out our Cost Estimation Tool and go over how we use it in real time. Last, I have come up with a checklist of every possible (and weird!) budgeting scenario I can think of. I use this checklist to develop my 10 master budget templates. I give details for each template to our new hires one at a time via email and give them a deadline date of when they need to have the completed budget back to me. This process helps me to gauge how new hires deal with deadlines, which is very important in our world, and also gives them a chance to learn how to interact with their PIs.
Pre-Award	Team Building Across the Institution	Advanced	Discussion Session	Michele Zacks, MS, PhD Associate Director, Research Center for Applied Structural Discovery, Biodesign Institute, Arizona State University	Vicki Krell, CRA Assistant Director, Research Advancement The College of Liberal Arts and Sciences Arizona State University	Growth in research expenditures requires institution-wide self-reflection, complex data mining, and both qualitative and quantitative assessment at distinct levels. To expand the funding agency and topic scope, collaborative quotient, proposal complexity, and prospective budget targets, an assessment of the strengths and limitations provides insight into how to improve the proposal development and submission process. In addition, developing sustained, multi-faceted portfolios in the institution's sweet spot(s) and leveraging submissions and awards will benefit from ongoing communication, including querying others, grant project management input, and pre/post-submission analyses. How do we endeavor to put aside our busy "To Do List" to make time and create value for team building across the institution? This panel will promote discussion of how we can maximize efforts to tackle submission opportunities ranging from unfamiliar agencies or untried funding opportunities to those that have been tried unsuccessfully. We will discuss: 1) how we can establish, develop, and improve communication between pre-award and research development teams and individuals to share knowledge, experiences, and agency-specific capabilities across the institution, 2) formal and informal network creation, 3) expanding and redefining the sphere of leadership development in which we operate, 4) envisioning reward systems for working across colleges, departments, centers, and other institutional structures. The Presenter/Co-Presenter will moderate a panel discussion to address these and other topics solicited by the panelists and audience. Examples will be provided to invite participants to question the panelists as well as to share their own individual interests, contribute context on their institution, and dissect experiences together.
Post-Award	Preparing for an Audit	Intermediate	Concurrent	Andra Sawyer Assistant Director, Post Award Fiscal Compliance	N/A	INFO COMING SOON!!

Post-Award	The Grant Life Cycle for Departmental Research Administrators	Basic/Overview	Concurrent	Patrick Lennon, Assistant Administrator, University of Washington	TBD	Departmental research administrators are often called upon to steward a research grant through its entire life cycle, from the PI's spark of inspiration to the end of the records retention period. DRAs need to be aware of what is happening throughout the life of an award, whether or not they are directly involved in a particular step. This session will give an overview of the process from beginning to end, and along the way we'll review the people you need to work with, red flags to be aware of, and best practices to follow.
Post-Award	Prior Approvals	Basic/Overview	Concurrent	Liz Grinstead, Senior Research Administrator, Colorado State University	TBD	Overview of what Prior Approvals are, looking at FDP matrix and UG, and discussing best practices for what is needing for prior approval requests.