

Region 2, 6, and 7
Regional Meeting 2021
Navigating the Future, October 19-21



Session Title	Date	1:00PM-1:30PM ET/11:00AM-11:30PM MT/10:00-10:30AM PT	Type	Level	Summary	Presenter 1	Presenter 2	Presenter 3	How-To	Pre-Award	Post-Award	Dept Admin/ PUI	Contracting	Clinical	Compliance	Professional Development/ Human Capital	DEI	International	Federal/ Sponsor Update	
New Member and First Time Attendee Welcome	10/19/2021		Welcome Event																	
Session Title	Date	2:00PM-3:20PM ET/12:00PM-1:20PM MT/11:00-12:20PM MT	Type	Level	Summary	Presenter 1	Presenter 2	Presenter 3	How-To	Pre-Award	Post-Award	Dept Admin/ PUI	Contracting	Clinical	Compliance	Professional Development/ Human Capital	DEI	International	Federal/ Sponsor Update	
Understanding the UG November 2020 Updates	10/19/2021		Concurrent Session	Beginner/Overview	The Uniform Guidance was amended in August of 2020 and became effective in November of 2020. This session will review the changes, additions, and deletions of 2 CFR 200 from the final guidance issued in the Federal Register on August 13, 2020. Participants will be given an annotated copy of the Federal Register with the pertinent information highlighted. This session will discuss the changes and possible implications of the changes in managing sponsored awards.	Ann Holmes	Rebecca Hunsaker			X	X	X			X					
NSF Update (1 hour)	10/19/2021		Concurrent Session	Overview															X	
How to Read Sponsored Funding Announcements	10/19/2021		Concurrent Session	Beginner/Overview	This will be an overview of how to read funding announcements from different sponsors such as NSF, NIH, Department of Energy, and a non-profit organization. The focus will be on where to look for the sponsor requirements within an announcement as well as the general sponsor guidelines that may be incorporated by reference such as the PAPPG, SF424 guidelines, etc. While we will not be going over the general guidelines, it will be mentioned how to find the references to these within funding announcements.	Nicole Nicholas	Laneika Musalini		X	X		X								
Dealing with Change: Utilizing a Human-Centered Design Approach	10/19/2021		Concurrent Session	Advanced/Senior	Research administrators are placed in a difficult role when they are both the architect of structural change and in charge of implementing the restructuring. Their actions and outcomes will fundamentally transform how central administration, principal investigators, and department administrators do their jobs. This session will focus on organizational change and the impact that it has on the research community when restructuring departments, defining roles and responsibilities and creating new policies and procedures.	Theresa Caban	Tolise Daily		X			X				X				
Establishing a Clinical Trials Office: the good, the bad and the ugly	10/19/2021		Concurrent Session	Intermediate	The presenters share their experiences in starting up a new centralized Clinical Trials Office at Rutgers University beginning in February, 2020. The RBHS CTO was made possible through a Clinical and Translational Science Award to the institution in 2019, and aims to streamline and harmonize various clinical trial start-up processes such as feasibility review, contract and budget negotiation, Medicare Coverage Analysis and partner hospital agreements. The presenters will discuss the challenges inherent with centralizing clinical research processes across a previously de-centralized academic medical center (particularly in the midst of the pandemic) and the staffing required for such an endeavor. They will also discuss their experiences with launching an enterprise-wide clinical trial management system as well as an artificial intelligence software recruitment tool.	Nancy Reilly	Cassandra Burrows					X		X						
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NSF Research.gov proposal presentation and demo	10/19/2021		Concurrent Session	Overview															X	
Introduction to Clinical Research	10/19/2021		Concurrent Session	Beginner/Overview	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. We will review budget factors, compliance issues, and contracting components. Key regulations that guide researchers/institutions will also be discussed.	Jennifer Cory	Ray Robles			X	X	X		X						
Pre-Award Training in the Virtual Environment	10/19/2021		Concurrent Session	Intermediate	Learning Objectives: 1. Assessment of skill level in a virtual environment 2. Design A Virtual Training Program for an individual that makes the remote working experience positive, pleasant and ensures productivity. In the Covid-19 and Post Covid-19 environment hiring and training pre-award staff in this virtual realm has its own set of challenges, pitfalls and what not to do issues. To provide a cohesive, seamless and stress-free onboarding process for new employees to the pre-award team, a multi-module virtual training program is developed that not only equips the trainee to operate University internal systems in an external environment, helps reinforce University policies, practices and compliance guidelines, function self-sufficiently while building collaboration and communication within the team, it ensures sustainable productivity and work life balance.	Karen Mitchell	Germaine Calicut			X		X						X		
Work smarter not harder: Effective Excel Formulas and Tools for the Research Administrator	10/19/2021		Concurrent Session	Intermediate	Description: Excel is a powerful tool that can provide significant time savings to Research Administrators. In this session, increase your awareness of how to create budget, or other templates, that harness formulas to auto-calculate fringe rates, modified total direct cost totals, indirect costs, etc. Learn about conditional formatting to efficiently help the end user know what information is required and leveraging protection settings to help save you time when reviewing a budget. Learning Objectives: The objectives will focus on: - Helpful Excel formulas for budgeting - Useful conditional formatting rules - Protection features to limit user changes - Review other templates and tools for non-budget related items	Tracy Gatlin	Rosemary Madnick		X	X		X					X			

Regulatory Support Office: Considerations, Challenges, and Advantages	10/20/2021		Concurrent Session	Intermediate	<p>It has been noted that researchers often have difficulty navigating regulatory requirements needed to conduct their studies. Our institution recently created a Regulatory Support Office, which provides educational resources and consultation services for researchers of all experience levels. We believe our institution has a unique perspective as we are partnered with 2 additional academic institutions, a comprehensive cancer center, and a health system comprised of over 11 hospitals.</p> <p>We plan to discuss the considerations needed when planning to provide these support services, such as, identifying your audience within such a wide network of institutions, schools, and programs. Each of these home locations can have their own unique policies and approvals which can be difficult for a collaborating researcher to navigate. It is essential to consider your audience, type of research conducted, funding sources, and means to effectively open trials with collaborative teams. Additionally, we provide seminars and educational resources to entice our researchers to broaden their scopes and feel comfortable with initiating a trial that may have additional regulatory requirements.</p> <p>We also plan to discuss the challenges and advantages of setting up such a service. Ultimately, our goal is to provide effective support that is meant to ensure a more rapid study start up and increased compliance with regulations. We want to share what our team learned throughout the process, how we continue to tailor our support, and collect feedback from investigators throughout each institution.</p>	Anthony Gonzalez	Farah Anwar				X		X					X			
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Lead Me	10/20/2021		Concurrent Session													X					
Hot Topics for Senior Leaders and/or Managers	10/20/2021		Concurrent Session	Advanced/Senior	Federal regulations, policies and procedures are continuously being created, revised, and updated. During this session, the panelist will discuss current hot topics affecting universities and provide some guidance on how their university may be handling these changes.	Dennis Paffrath	Michiko Pane	David Mayo		X	X					X					
Getting to the Next Level: Practical Career Advice for the New Research Administrator	10/20/2021		Concurrent Session	Beginner	Those just starting their careers in research administration may be unfamiliar with how to hone their skills, identify opportunities, and advance in the field. This concurrent session will provide practical advice on what managers and leadership are looking for as they make hiring and promotion decisions. More importantly, self-reflection to identify strengths, growth opportunities, and career goals will be discussed.	Laura Kingsley	Gabriela Anglon									X					
Participant Support vs. Incentives: What's the Difference?	10/20/2021		Concurrent Session	Beginner/Overview	This session will cover the differences between Participant Support costs and Participant Incentives, including definitions, allowable and unallowable costs, and post-award financial considerations.	Tricia Callahan	Kim Melville-Smith			X	X	X			X						
You Received That Really Large Award, Now What?: Keys to Award Success from Central Office Perspective	10/20/2021		Concurrent Session	Intermediate	When faced with a large award, whether it's a P50, clinical trial, or an Other Transaction Agreement, many Research Administrators (even very knowledgeable ones) sometimes find it hard to determine how to approach the award. This concurrent session will provide tips and keys to success from the perspective of central offices. Starting points and items to consider will be discussed. Learning Objective 1: By the end of this session/workshop, participants have an understanding of central offices perspective to new large awards. Learning Objective 2: By the end of this session/workshop, participants will be able to know what topics/areas may be expected of them when approached with a new large award.	Heide Eash	Alice Lawson				X	X									
Contracting and Budget Building from a Hospital and Non-Profit Perspective	10/20/2021		Concurrent Session	Intermediate	In this concurrent session we will discuss the importance of clinical study and clinical trial budget building from a non-academic perspective. Important influencers, understanding multiple perspectives, and impact to post-award and ancillary departments. Detail practices that can be duplicated in the PUI and other academic settings.	Theresa Caban	Loisa Kalasa			X		X		X							
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Teamwork Makes the Dreamwork: The Benefits of Collaboration in Research Administration	10/20/2021		Concurrent Session	Intermediate	"None of us is as smart as all us" (Ken Blanchard) Collaboration generates a circle of knowledge. Working exclusively does not offer the same outcome when contrasted with the work done by a number of people together. This session will discuss the importance of teamwork and collaboration in learning from each other, problem-solve, breaking down barriers, and having everyone see and contribute to the big picture which yields success. We will also discuss strategies for cultivating and maintaining relationships between the various roles involved in the life cycle of an award, including departments, shared service centers, central administration, and compliance offices.	Rebecca O'Brien	Elle Trusz	Tolise Dailey & Erin Bailey		X	X	X				X					
Program Development: Alliance and Partnership Building in a Networked R&D	10/20/2021		Concurrent Session	Intermediate	Building partnerships, trust, and collaborations are vital to development and program stewardship with the right actors. This starts understanding the big picture and paradigm of research networks to manage stakeholders, alliances, and partnerships to incubate and accelerate ideas. This workshop will characterize how to set up successful partnership by identifying strategic approaches, statements of works and deliverables, and key cultural considerations to source deals, build relationships, and due diligence to successfully communicate and execute partnerships within academia, industry, and early stage companies.	Justin Tran	Colin Cook					X			X						
Session Title	Date	3:30-5:00PM ET/1:30-3:00PM MT/12:30-2:00PM PT	Type	Level	Summary	Presenter 1	Presenter 2	Presenter 3	How-To	Pre-Award	Post-Award	Dept Admin/ PUI	Contracting	Clinical	Compliance	Professional Development/ Human Capital	DEI	International	Federal/ Sponsor Update		
Crafting Fully Compliant Budgets: Direct Cost Considerations	10/20/2021		Concurrent Session	Beginner/Overview	Crafting Fully Compliant Budgets introduces foundational concepts and practices in sponsored project budget development. This course covers the cost principles and how to apply them when budgeting and nuances to crafting a fully compliant budget.	Jenny Harding	Liza Hunn			X		X									
Demystifying Indirect Costs	10/20/2021		Concurrent Session	Beginner/Overview	Accurate calculation of indirect costs is dependent upon several variables, including the negotiated rate, rate agreement type, project type, project location, and sponsor limitations. This session is designed to throw light on these variables while providing participants an opportunity to practice calculating indirect costs given different rates and rate agreement types.	Tricia Callahan	Catherine Douras		X	X		X									

Closeouts - What has Changed since We Started to Work from Home	10/20/2021		Discussion Session	Beginner/Overview	<p>Learning Objectives:</p> <ul style="list-style-type: none"> -Best practices for award reconciliation and finalize the balance within the given deadline from a central and departmental perspective -Closeout documents required by various sponsors and the importance of submitting them on time -Importance of collaboration between the post award central unit and departments during the closeout process of an award -Document retention and consequences for noncompliance with sponsor's guidelines <p>Session Description:</p> <p>Collaboration is key in Research Administration and collaborators are the joining forces within institutions when it comes to closing an award. Effective research administration over the life of the award will help eliminate problems at the time of award expiration. The closeout process, as a post award activity, officially ends the award relationship with the sponsor. Presenters will go over the closeout process and all applicable administrative actions required by the various awarding agencies and need to be completed by the recipient. This session will include tips and best practices from a department and central office perspective, addressing strategies that can be implemented at all levels to maximize efficiency. The presentation will cover from what to look for when reconciling an award, to finalizing the balance, submit all the required documents to comply with sponsor's requirements and consequences of noncompliance.</p>	Daniela Prielpcanu	Xiaowen Ma					X	X								
Are you Bringing your "Authentic" Self to Work?	10/20/2021		Discussion Session	Intermediate	When you move into a workplace, you bring a lot of "you" with you. Some aspects are real, and some are designed to serve a situation. Coming with authentic in its most natural state or with no suppressed behaviors is bringing your AUTHENTIC self to work. This authentic includes your education, experience, personal, mental, physical, and spiritual being, and nothing needs to be dropped off outside the workplace to be yourself. In this session we will take a travel a road to revelation. Finding your authentic self and bringing it to work is a different journey for everyone. A person is the product of the environment at home and at work, the relationships we have inside and outside of work, our experiences that led us to this reality, our passions, beliefs, and values and more.	Rashonda Harris	Derick Jones											X	X		
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NIH Update	10/21/2021		Concurrent Session	Overview																X	
Laughing through the pains of research administration: Tales from wannabe stand-up comics	10/21/2021		Discussion Session	Intermediate	Do you ever find yourself thinking that grants management could be great material for stand-up comedy? If so, you are not alone. We will discuss cradle to grave issues that are not so funny when we are trying to resolve them; however, they become subjects for comic relief after the fact. Nothing is off limits from identification of funding opportunities, to close out of the grants; however, the primary focus will be on Post-Award. Please come prepared to share your tales from the comedy zone and learn useful tips.	Lisa Allen	Sarah Moser			X	X	X									
Federal Disclosure Requirements: Let the Madness Begin!	10/21/2021		Discussion Session	Advanced/Senior	It seems like every week there is a new update on the pending implementation of the federal disclosure requirements. As institutions grapple with the ever-increasing requests it becomes hard to forge ahead with a single solution that covers all agencies. This discussion group will provide an open forum to hear what others are doing to meet the fast approaching timeline to be in compliance.	David Schultz	Diane Ambrose	David Mulder		X	X	X			X						
Do you have a Receipt? A Guide to Developing and Maintaining Adequate Documentation for Audits	10/21/2021		Concurrent Session	Beginner/Overview	This session will explore how to develop and maintain audit ready documentation.	Debra Murray	Michelle Moore			X	X	X			X						
The Value of Mentorship for Research Administrators in Excelling their Careers	10/21/2021		Discussion Session	Beginner/Overview	<p>Description: Research Administrator mentorship can be a valuable resource for guidance, networking, and opportunities for professional development. For individuals without access to formal Research Administrator Mentoring Programs, or preference for a less formal pairing, finding a mentor can be daunting. Join our discussion of approaches in establishing a mentor relationship with examples of successful structures. The discussion will look at different objectives and approaches for defining a successful mentorship.</p> <p>The discussion will focus on:</p> <ul style="list-style-type: none"> - Finding a pairing - Defining relationships and establishing objectives - Successful structures for developing a partnership - Tools and resources available 	Tracy Gatlin	Rosemary Madnick									X					
Cultivating Successful PI-Administrator Relationships	10/21/2021		Concurrent Session	Intermediate	This session aims to 1) identify common obstacles in building strong PI-administrator relationships, 2) explore strategies for successful partnerships (including the impact of effective communication, positive psychology, resourcefulness, and advocacy), and 3) draw upon case studies from real life scenarios to engage in an interactive, solution-driven discussion.	Jennifer Cory	Csilla Csaplar			X	X	X				X					
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Region 2 Business Meeting	10/21/2021		Business Meeting	All Welcome!																	
Region 6 Business Meeting	10/21/2021		Business Meeting	All Welcome!																	
Region 7 Business Meeting	10/21/2021		Business Meeting	All Welcome!																	
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Got Proposals? How to Help your PI Find Funding and Jumpstart their Research Career	10/21/2021		Concurrent Session	Beginner/Overview	This session is designed to equip you with the tools and resources necessary to help your faculty find funding and jump start their careers as a researcher	Natasha Williams	Michael Mitchell			X		X									

