



SRA INTERNATIONAL October 19-23

2019 ANNUAL MEETING



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WELCOME
2019 SRAI ANNUAL MEETING

LEADING CHANGE. INSPIRING EXCELLENCE.

Welcome to San Francisco, “Everybody’s Favorite City.” We hope you are ready to experience this vibrant international city by the bay where diverse cultures interact to produce world class cuisines, unforgettable arts and music experiences, and cutting-edge technology.

This year the meeting is bringing research administrators from around the world to explore the theme, Leading Change, Inspiring Excellence, and is featuring subject matter experts from industry, government, health care organizations, non-profits, and institutions of higher education. We have prepared for you a diverse, innovative program for those new to the profession, mid-career research administrators, and high level decision-makers.

Join the conversation with your peers, learn from recognized subject matter experts and leaders, and leave inspired by the most relevant, invigorating professional development, education and networking. We look forward to meeting you!

On behalf of the 2019 SRAI Annual Meeting Co-chairs

[Meet the Annual Meeting Co-chairs](#)



Devin Kreuger
Devin Kreuger



Pamela F. Miller
Pam Miller



Gayle Walters
Gayle Walters



SOCIETY OF
RESEARCH
ADMINISTRATORS
INTERNATIONAL



SCHEDULE-AT-A-GLANCE
OCTOBER 19—23

Saturday, October 19

- 8:00 am - 5:00 pm Registration Open
- 8:30 am - 5:00 pm Board of Directors Meeting
- 8:30 am - 5:00 pm Senior Executive Institute
- 9:00 am - 5:00 pm Pre-Conference Workshops

Sunday, October 20

- 8:00 am - 5:00 pm Registration Open
- 8:30 am - 1:00 pm Senior Executive Institute
- 9:00 am - 5:00 pm Pre-Conference Workshops
- 1:00 pm - 5:00 pm Exhibitor and Poster Set Up
- 5:30 pm - 7:00 pm **Welcome and Introduction to SRAI**

Monday, October 21

- 8:00 am - 5:30 pm Conference Registration Open
- 8:30 am - 4:30 pm Exhibit Hall Open
- 9:00 am - 10:00 am **Opening General Session with Keynote Speaker**
- 10:00 am - 10:30 am Break in the Exhibit Hall
- 10:30 am - 11:30 am Concurrent Sessions
- 11:30 am - 1:00 pm SRAI Membership Business Meeting & Lunch
- 1:30 pm - 2:30 pm Concurrent Sessions
- 2:30 pm - 3:00 pm Break in the Exhibit Hall
- 3:00 pm - 4:00 pm Concurrent Sessions
- 4:00 pm - 4:30 pm Break in the Exhibit Hall
- 4:30 pm - 5:30 pm Concurrent Sessions
- 7:00 pm - 10:00 pm **Opening Reception**

Tuesday, October 22

- 8:00 am - 5:30 pm Registration Open
- 8:00 am—8:45 am Coffee Talks
- 8:30 am - 4:30 pm Exhibit Hall Open
- 9:00 am - 10:00 am Concurrent Sessions
- 10:00 am - 10:30 am Break in the Exhibit Hall
- 10:30 am - 11:30 pm Concurrent Sessions
- 11:30 am - 1:00 pm Lunch in the Exhibit Hall
- 12:30 pm - 1:30 pm **Symposium Poster Presentations**
- 1:30 pm - 2:30 pm Concurrent Sessions
- 2:30 pm - 3:00 pm Break in the Exhibit Hall
- 3:00 pm - 4:00 pm Concurrent Sessions
- 4:00 pm - 4:30 pm Break in the Exhibit Hall
- 4:30 pm—5:30 pm Concurrent Sessions

- 5:30 PM - 6:30 pm Section Membership Business Meetings
- 5:30 pm - 6:30 pm **Distinguished Faculty Reception & Discussion**
- 6:45 pm Dinner Groups

Wednesday, October 23

- 8:00 am - 1:00 pm Registration Open
- 8:30 am - 10:30 am Exhibit Hall Open
- 9:00 am - 10:00 am **Closing General Keynote Speaker**
- 10:00 am - 10:15 am Break in the Exhibit Hall
- 10:15am - 11:15 am Concurrent Sessions
- 11:15 am - 11:30 am Break
- 11:30 am - 12:30 pm Concurrent Sessions
- 11:30 am - 12:30 pm Symposium Paper Presentations
- 1:00 pm - 5:00 pm Board of Directors Meeting



GENERAL SESSION KEYNOTES



Opening General Session

Monday, October 21 | 9:00 - 10:00 AM

Michael Cushman

Senior Fellow, DaVinci Institute & Director of Consulting

Michael Cushman is a Sr. Fellow and Director of Strategic Futurism Consulting at The DaVinci Institute. He believes the future is coming much faster than people think, but not so fast that we can't prepare. To avoid becoming dinosaurs in our own lifetime, Michael advocates everyone learn the most important skill of the 21st century, foresight. "We need to see what's coming and align today's decisions, plans, and investments with the future, whether planning a career, a business strategy, or a smart city."

Michael's business career includes projects in the USA, Europe, and Asia, working in strategy, innovation, and transformation. Michael's expertise includes winning multiple "Product of the Year" awards, patents for improving the rate and retention of learning, and successfully introducing profitable technology and innovations at over 50 companies, including Fortune 500 companies such as Verizon, BT, Revlon, and Chevron. In his role as an executive, Michael served in leadership positions at several tech startup companies on their way to market success. He is a sought out expert and has appeared as a spokesperson on local and national TV. He often speaks on the power of foresight as a competitive advantage for professionals, businesses, and investors and the future of a variety of industries and technologies.

Closing General Session

Wednesday, October 23 | 9:00 - 10:00 AM

Emiliana R. Simon-Thomas, PhD

Science Director, Greater Good Science Center at UC Berkeley

Emiliana Simon-Thomas is the Science Director at UC Berkeley's Greater Good Science Center. A Berkeley native, she earned her PhD in Psychology studying how emotions and cognitive processes interact to shape thoughts and behavior. During her post-doc, Emiliana studied pro-social emotions like compassion, gratitude, and awe. She then served as Associate Director/Senior Scientist at Stanford's Center for Compassion and Altruism Research and Education (CCARE), examining how compassion, both innate and learned, benefits health and well-being.



At the GGSC, she oversees the student research fellowship program, runs key initiatives like Expanding the Science and Practice of Gratitude, and provides an expert scientific voice on the key roles that social connection, mutual support, and belonging play in well-being. She also co-teaches The Science of Happiness, a massive open online course (MOOC) that has enrolled over 600,000 people worldwide, in addition to the Science of Happiness at Work Professional Certificate Series, and advises organizations on how to boost happiness both from a product perspective and by building a climate that supports engagement, trust and agility. Alongside her academic and popular writing, Emiliana recently co-edited the Oxford Handbook of Compassion Science, a transdisciplinary compendium of articles from world-class researchers.



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GENERAL INFORMATION 2019 SRAI ANNUAL MEETING

The five day event will bring together research administrators from across the globe to learn, share and transform ideas into solutions with more than 180 learning sessions. The SRAI Annual Meeting features practical takeaways, hot topics, professional development advice and first-hand experiences from over 250 subject matter experts.

Conference Location

The conference will be held at the Hilton San Francisco Union Square. Locations for Hilton San Francisco Union Square will be noted on the Schedule-at-a-Glance.

Registration Details

Full conference registration fees include access to all learning activities Monday-Wednesday, the Opening Reception and the Exhibit Hall. Registered attendees will also receive access to all available session handouts online and the participant list. Meals included are: food and beverage at the Monday evening event, tea and coffee; and lunch on Monday and Tuesday. **Lunch is included on Saturday and Sunday for workshop attendees participating in full-day or two half-day workshops on the same day.**

SRAI Registration Hours:

Saturday, October 19	8:00 am - 5:00 pm
Sunday, October 20	8:00 am - 5:00 pm
Monday, October 21	8:00 am - 5:30 pm
Tuesday, October 22	8:00 am - 5:30 pm
Wednesday, October 23	8:00 am - 1:00 pm

Dress Code

We want you to be comfortable so you can enjoy your meeting experience! Therefore, business casual dress is strongly encouraged. We suggest bringing a light sweater or jacket with you during the day as the conference rooms are air conditioned.

Education Session Attendance

Fully registered attendees have unlimited access to all concurrent sessions, general sessions, exhibit hall and opening reception. It is not necessary to select concurrent sessions in advance.

Now, Let's Get You Mobile

The SRAI Conference App is the best way to stay in touch with fellow attendees, find exhibitors, customize your schedule and be in the know about events — right in the palm of your hand.

First-Time Attendee

We've all been a First-Time Attendee at some point or another. We do our best at making your "First-Timer" meeting experience a successful one. Meet and mingle with your peers, learn about SRAI and hear the latest buzz at the **Newcomer Event on Sunday, October 20, 5:30 PM - 7:00 PM.**

Plan Your Agenda

Establish your objectives and goals. What do you want to accomplish during #SRA2019AM? Start by reviewing and prioritizing the education topics most important to your organization. It's the first step to planning your schedule.

Search and build agenda. The secret to feeling relaxed and organized is to build your conference agenda BEFORE you arrive in San Francisco!

Let's Have Some Fun & Get You Social

Get Engaged — Get Social with #SRA2019AM Stay informed, start a discussion, share photos or tweet about the conference. Be sure to include #SRA2019AM in your posts.

Dietary Restrictions

If you pre-ordered a special meal, please alert a hotel server prior to being seated. Please see onsite SRAI staff for questions.

Internet Access

Internet access is available in the conference meeting rooms. Please visit the exhibit hall's for complimentary wi-fi as well.

Cell Phones & Devices

As a courtesy to speakers and other participants, please set cell phones to silent/vibrate mode during sessions.

Exhibit Hall

SRAI's exhibit hall comprises a large display of research administration and management products and services. Exhibitors from around the world have come to provide you with their offerings to enhance your organization and streamline operations. Please take a moment to visit the conference_app for more information on exhibitors and sponsors.

Exhibit Hall Hours:

Monday, October 21	8:30 am - 4:30 pm
Tuesday, October 22	8:30 am - 4:30 pm
Wednesday, October 23	8:30 am - 10:30 am



GENERAL INFORMATION OCTOBER 19—23

Special Event Tickets

The Opening Reception on Monday, October 21 is included in the full conference registration fee for attendees. Individual guest tickets are available for purchase in advance, online, and onsite.

Volunteer Information

Volunteer onsite! It is the best way to utilize your skills and learn something new while meeting other members. Get more information on the Volunteer page.

Tracks & Certificates

Tracks are designed to develop the content in a way that assures value added opportunities for attendees. Tracks represent major subjects and issues in research administration.

The SRAI Certificate Program offers comprehensive training in specific areas of research administration. The four certificates that will be offered in full at the 2019 SRAI Annual Meeting are **IRAM, PA, PRAM, and RL**. Please review the [Certificates page](#) for a complete list of the certificates offered and their required workshops and concurrent sessions.

Workshops

Workshops are optional pre-conference events that require registration in advance. Full-day and half-day workshops are offered on Saturday and Sunday prior to the start of the conference. Visit the [Education page](#) for more information about workshops.

Additional Questions

If you have additional questions that have not been answered in the program book, please contact us via email at srameetings@srainternational.org so we can help.



Uniting Talent
with Opportunity



Visit the SRAI Job Board



EDUCATION CONFERENCE FORMATS

Join the conversation with your peers, recognized experts and industry leaders for five days of valuable, relevant, invigorating professional development, education and networking.

Choose from a wide variety of educational opportunities with new formats this year!

Keynote

World-class experts inspire by sharing unique experiences, knowledge and ideas on Monday and Wednesday.

Concurrent Session

NEW! 60-minute session that could be in the form of presentation, case study, discussion, panel or step-by-step presentation. The majority of concurrent sessions at SRAI meetings have typically fit in this category and form the core of conference offerings. Presenters are encouraged to use active learning techniques to engage audiences, distribute materials and respond to follow-up requests for more information.

Learning Café

An informal gathering of attendees, led by an expert or mentor. The Learning Cafés allow for small groups to interact and “continue the conversation” on many topics already covered in the traditional sessions or workshops. The Learning Café sessions are meant to encourage networking and connecting with peers for future interactions after the conference ends.

NEW! Quick Talks

A Quick Talk is a 15-20 minute presentation that will be combined with two other similar presentations in one 60-minute session. New and experienced presenters are invited to try out this new format.

NEW! Coffee Talks

Coffee Talks are informal networking and learning gathering facilitated by our Exhibitors to bring research administrators together around topics of interest. Join an SRAI-Coffee Talk to hear best practices and exchange ideas with your peers. We will provide the coffee! Participants are eligible to receive 45 minutes of Continuing Education Credit.

Symposium

Each year SRAI has a tradition of publishing contributed papers and professional posters at its annual meeting, which are designed to enhance and enrich the body of knowledge of research administration and management as an art and science.

Workshop*

3 ½ or 7 hour deep dives into specific learning topics, led by one or more experts. These are designed to allow participants to more fully explore an area of interest, learn new skills and develop new strategies. Workshops may include more hands-on exercises, discussion groups, and other in-depth experiences. Workshops are offered on Saturday or Sunday only. * *additional fee required*

Learning Lab

3 ½ hour sessions that are a blend of lecture based instruction, case studies, peer learning and interaction. The Learning Lab gives the opportunity for attendees to explore an area of interest and gain new knowledge. Included in full registration.



EDUCATION TRACKS

Tracks are designed to develop the content in a way that assures value added opportunities for attendees. A secondary aim is to assist attendees to effectively plan their educational time. The tracks represent major subject and issue areas for research administration.

Financial and Post-award Administration



The Financial and Post-award Administration Track topics include: research cost accounting; auditing; OMB requirements for universities, hospitals, private sector; matching funds issues/cost sharing; financial conflict of interest issues; facilities and administration costs; purchasing; salaries, compensation, honoraria; travel allocability and allowability; and working with sponsoring agencies and sub-recipient monitoring.

Management and Operations



The Management and Operations Track focuses on: delivery of operational services and research and financial compliance programs; facilities management; research infrastructure such as capital programs and building and managing of science and technology parks; human resources and international personnel management; and supporting collaborations with international organizations.

Professional Development



The Professional Development Track hosts workshops and sessions geared towards: continuing education commitment; building on personal growth and development; leadership; quality of life development; self-assessment; supervisor/staff relations; industrial/workplace psychology; and the emerging role of research administrators within the culture of research.

Research Impact & Communications



Topics include: identifying, measuring, and communicating on the impact and outcomes of research and scholarly activity; bibliometrics; altmetrics; developing community partnerships & engagement; research/science outreach activities; knowledge mobilization; uses of social media for research communications; and global best-practices for maximizing research impact.

Research Ethics & Compliance



The Research Ethics & Compliance track reviews human research; animal research; peer review; mentor/trainee responsibility and development; publications; collaborative research ethics; scientific misconduct; standards for the responsible conduct of

research; and research ethics education programs, curricula, requirements, and approaches.

Research Law & Regulations



The Research Law & Regulations tracks reviews patents; copyrights; intellectual property; technology transfer; undue influence and conflict of interest; Stark, Safe Harbors, Anti Kickback, HIPAA; institutional liability assessment and corrective action planning; FAR/DFAR; OMB Circulars and CFR's; emerging regulations and statutes; interrelationship of federal, state and local law; international issues; import/export and licensing issues; and data sharing, monitoring, management, and ownership.

Sponsors and Agencies



The Sponsors and Agencies Track covers: the nature of “sponsorship”; defining roles and responsibilities between sponsors, grantors, awardees; private sector sponsors: technology, foundations; state sponsorship issues; federal agency updates; new initiatives in research; international agency relations; working with program officer leadership; and sponsoring agency rules.

Sponsored Programs Planning, Development and Deliveries



The Sponsored Programs Planning, Development and Deliveries Track relates to the development and delivery of sponsored programs. Topics may include: how to develop collaborative partnerships with industry, government and non-profit sectors; identifying strategies in developing public-private partnerships; institutional capacity building, including supply-side partnerships; faculty, positioning; effective grant writing techniques; the role of the research administrator in sponsored programs development; diversifying funding sources; communication strategies in sponsored programs development; and organizational and team structures to support successful program development.



EDUCATION

CONTINUING EDUCATION CREDITS

Continuing Education Units (CEU)

Registrants will receive continuing education units and credit for all modules and plenaries they attend during the meeting.

Continuing Education Unit (CEU) is a nationally recognized measure of participation in a continuing education program. A CEU is defined as ten hours of program contact (1 CEU = 10 hours of education programming). In countries, such as Canada, the term Continuing Education Credit (CEC) is used instead.

For a letter verifying attendance, please email a list of all modules you attended to SRAI's Education Coordinator at srameetings@srainternational.org, one week after the end of the meeting.

Certified Research Administrators (CRA)

RACC accepts credit for all modules and plenaries that you attend during the meeting. One contact hour is equal to one credit hour (1 hour 15 minute sessions = 1.25 hours; 1 hour 30 minute session = 1.5 hours).

For questions regarding CRA Certification, please contact the Research Administrators Certification Council (RACC).

For a letter verifying attendance, please email a list of all modules you attended to SRA's Education Coordinator at srameetings@srainternational.org, one week after the end of the meeting.

SRAI is registered with the National Association of State Boards of Accountancy (NASBA), as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors, 150 Fourth Avenue North, Suite 700, Nashville, TN, 37219-2417. Website: www.nasba.org.

SRAI is accredited by the National Registry of CPE Sponsors.

This program is administered by the National Association of State Boards of Accountancy (NASBA) to sponsor and award Continuing Professional Education (CPE's) to accounting professionals. CPE credits are awarded to Certified Public Accountant (CPA's) in order to maintain their license.

Learning objectives, program level and any prerequisites/ advanced preparation requirements for each module are noted in the conference program. This program is a "group-live" offering. CPE Credits will be available for workshops and concurrent sessions.

In accordance with the standards of the National Registry of CPE Sponsors, CPE credits are calculated on a 50-minute hour.

If you have any questions regarding this program, please contact SRA's Education Coordinator at srameetings@srainternational.org.

Continuing Legal Education (CLE's) Credit

Attorneys seeking continuing legal education (CLE) credit in their home state may request formal CLE program approval by submitting a schedule of modules and plenaries you plan to attend to SRA International (60)* days before the meeting. Application processing fees may apply.

If you would like to apply as an individual attendee in your home state, you may request a letter verifying attendance, and any programming documentation necessary to try and collect CLEs through their state licensing board one week after the meeting.

Please note that the State Courts and State Bars have final authority on the acceptance of individual courses for CLE credit.

If you have any questions regarding CLE credit, please contact SRA's Education Coordinator at srameetings@srainternational.org.

*(90) days for attorneys from North Dakota



EDUCATION

CERTIFICATES OVERVIEW

SRAI maintains 10 certificate programs encompassing every aspect of Research Administration – Hospitals, Universities, Nonprofits and Commercial Institutions. SRAI's certificate programs offer comprehensive training specific to today's educational needs of research administrators and managers.

The four (4) certificates that will be offered in full at the 2019 SRAI Annual Meeting are:

- Introduction to Research Administration and Management (IRAM)
- Pre-Award (PA)
- Practice of Research Administration and Management (PRAM)
- Research Law (RL)

Introduction to Research Administration and Management (IRAM)

One (1) full-day workshop and seven (7) concurrent sessions (must take one (1) session within each of the four (4) required categories; three (3) elective sessions from either category)

The comprehensive curriculum provides an overview and introduction to the broad field of research administration and management. Elements of the curriculum include understanding the environment and context within which research administration is conducted as it relates to such diverse areas as: research law, research ethics, fiscal management, regulatory compliance, sponsored program administration, and pre- and post-award management.

*The required full-day workshop for this certificate is **WS1: Fundamentals of Research Administration & Management**.*

Pre-Award (PA)

Two (2) half-day workshop and five (5) concurrent sessions (four (4) required sessions from each topic area; one (1) elective session)

The best preparation for a successful funding decision is the solid planning and preparation on the variety of issues needed to submit a high quality competitive proposal. The work of pre-award research administrators prepares the way for successful implementation of the funded project. The Pre-Award Certificate provides instruction in the broad scope of responsibility for research administrators who work with investigators to plan, develop, and prepare grant proposals for submission, and who trouble-shoot with various agency personnel, institutional administrators, and investigators to ensure all issues are clarified before an award is made. The program features workshops and sessions on finding and disseminating funding opportunity information, proposal development and submission, budget preparation, award review and acceptance, post-submission communications, the responsible and ethical conduct of research, eRA systems, and other relevant topics. *The two required half-day workshops for this certificate are **WS17: Proposal Development: Pre-Award Overview & WS24: Proposal Budget Development: Building a Basic Grant Budget**.*

Practice of Research Administration and Management (PRAM)

One (1) half-day workshop and five (5) concurrent sessions (must take one (1) session within each of the five (5) required categories; three (3) elective sessions from the specified sessions for this certificate)

The PRAM certificate focuses on the supervision and organization of research activities from an organization management perspective. Core content for the certificate emphasizes leadership development, research administration staffing and management, research and faculty development, innovation and economic development, and integrity and stewardship. *The required half-day workshop for this certificate is **WS28: A "Big Bang" Approach to the Practice of Research Administration and Management?***

Research Law (RL)

One (1) full-day workshop and five (5) concurrent sessions (must take one (1) session within each of the four (4) required categories; one (1) elective sessions from either category)

The "theory of everything" (TOE) is a hypothetical theory studied in theoretical physics that is intended to fully explain and link together all known physical phenomena. The Research Law certificate is similar to TOE in that it attempts to explain and link together all known issues of research administration. Legal issues arise throughout research, starting with intellectual property issues, continuing through contract and grant matters, and living on in post research licensing, "derivative works disputes," and post-clinical trial liability questions. The Research Law certificate is for both new research administrators who need a basic approach for recognizing the legal issues that they will face daily and for the more experienced administrator who works with general counsel and outside attorneys on a daily basis. Because there are so many legal issues in research, the curriculum is very broad and constantly changing to address new issues confronting scientists, research administrators and their attorneys. *The required full-day workshop for this certificate is **WS14: Introduction to Research Law**.*

CERTIFICATE TRACKING BOOKLET

The tracking booklet allows members to easily record their progress. Pick up a [Certificate Tracking Booklet](#) at SRAI registration and obtain a sticker at the conclusion of each workshop or session. Once all coursework has been completed turn in your documentation to Registration at the meeting or e-mail it to srameetings@srainternational.org to receive your certificate of completion. If you attended a workshop or session at a previous SRAI meeting, list the meeting on the line next to the course. SRAI staff will verify your attendance at previous meetings.



SATURDAY
OCTOBER 19

8: 00 AM—5:00 PM

Registration Open

Golden Gate Promenade

8:30 AM—5:00 PM

Board of Directors Meeting

Union Square 21

8:30 AM— 5:00 PM

Senior Executive Institute

Golden Gate 4

9:00 AM—12:30 PM

Half-Day Morning Workshops

9:00 AM—5:00 PM

Full Day Workshops

12:30 PM—1:30 PM

Workshop Luncheon

Plaza A-B

1:30 PM —5:00 PM

Half-Day Afternoon Workshops

PRE-CONFERENCE WORKSHOPS

9:00 am—5:00 pm

WS1: Fundamentals of Research Administration & Management

Content Level: Basic **Track:** SP

This workshop, intended for individuals with fewer than three years' experience, is designed to give newcomers to research administration a big picture of the profession. Topics covered will include finding funding opportunities, orienting new faculty to the research environment, pre- and post-award administration, proposal development and submission, review and award negotiation, administrative and fiscal regulations, accountability and risk management, and research, fiscal, and professional ethics.

Speakers: Dara Little (DF), Jennie Amison (DF), Kimberly Page

Room: Imperial A

Certificate: IRAM-R

WS2: Leading Wholesale Change and Surviving to Achieve Success

Content Level: Intermediate **Track:** MO

Clinical trials are a high priority and research is a key differentiator for any university. Being able to bring in, retain, and support leading-edge talent requires an adaptive robust infrastructure. Moving from traditional department-based support models to business units organized around various science schematics is something few institutions with a similar scope and breadth of research have tried. This presentation will describe leading this initiative and panel members will discuss the specific environments and unique challenges they faced in applying strategies to leading change. Panel members will analyze and identify what success looks like and the barometers needed to measure progress across the cycle of change. We will delve into the challenge, process, roles, and reactions.

Speaker: Cynthia Bower, Mollie Bodin, Kathryn Keeley, Barbara Munsey

Room: Franciscan A

Certificate: LD-II

WS3: Everything You Need to Know about Research Financial

Compliance
Content Level: Intermediate **Track:** FA

This workshop will focus on how research administrators can manage reduction of administrative burdens, using the notion that a research administrator's main objective is to help advance the science - where the objective can be achieved while protecting the institution, in the least intrusive/minimal burden pathway that does not create further obstructions. This workshop will also discuss how, in the rapidly, ever changing world of research compliance, it has become difficult to know what to comply to and/or with. As auditors become more savvy, research administrators are being tested more so than ever, regarding: a) knowledge of the regulations and required action; b) knowledge of your operational internal controls and how they map to rules; c) evidence that the controls are consistently applied throughout the institution. This workshop will discuss real strategies and tactics, including use of streamlined electronic tools/examples in order to comply with a breadth of research compliance topics.

Speaker: Jeremy Forsberg, David Ngo, Lisa Mosley, Paul J. Coleman

Room: Golden Gate 6-7



SATURDAY
OCTOBER 19

WS4: Understanding the Federal Acquisition Regulation (FAR)

Content Level: Intermediate **Track:** RL

This workshop will provide attendees an understanding of the Federal Acquisition Regulation (FAR) and how it drives the federal contracting process. Attendees will understand how to navigate the FAR and a method to negotiate and document federal contracts both as a prime recipient as a subcontractor.

Speaker: Tim Linker (DF), Sarah Jaeschke

Room: Golden Gate 3

Certificate: RL-IV

WS5: CFRA Body of Knowledge Review

Content Level: Intermediate **Track:** SA

This is a full day workshop for persons interested in taking the Certified Financial Research Administrator exam sponsored by RACC. This session walks participants through the entire Body of Knowledge for the exam, in addition to offering attendees some "insider tips" and other best practices to help them be successful.

Speaker: Jeffrey (Jeff) Ritchie

Room: Franciscan B

9:00 am—12:30 pm

WS6: Strategic Networking Is Key to Success as a Leader In Research Administration

Content Level: Advanced **Track:** PD

Research Administration was most likely not a conscious and direct career path for you, but rather one where you indirectly landed in the field through a circuitous route, building your research administration skills along the way. Now, as a senior leader in research administration it is important to build those interpersonal relationships and connections necessary to propel your unit's vision and goals and to move your own career forward. To be a success, you cannot be a lone ranger in research administration. Strategic networking must be a part of your every-day life. The first half of this workshop will focus on defining the professional benefits of networking, understanding networking styles, identifying opportunities to network, and developing strategies for forging those valuable relationships and connections required for your professional success in research administration. During the interactive part of the workshop, you will have an opportunity to assess your own networking style and comfortability, develop a personal brand statement to use when networking, and practice the networking tips and strategies presented during the workshop.

Speaker: Jennifer Woodward

Room: Imperial B

WS7: Managing Core Facilities

Content Level: Advanced **Track:** MO

Core facilities are small businesses with all of the risks and twists of any shop struggling to meet the demands of its customers and the cost and performance standards of its competition. This workshop will take the audience through the process of starting and managing a core facility. It will begin with an assessment of the need for the facility through the cost accounting of rate setting to the monitoring necessary to sustain a viable business. It will demonstrate the tools used by the Cancer Center to support a core facility including the rate setting worksheet, the electronic Shared Resources Database used for utilization and financial management, and the Business Plan which annually updates the needs

and performance of the facility. The Workshop will be highly interactive, with presentations interspersed with audience feedback, opinion and experiences.

Speaker: Sonia Ashley, Ira Goodman (DF)

Room: Franciscan B

WS8: Negotiating Clinical Trial Agreements with Industry

Content Level: Intermediate **Track:** RL

This workshop will provide a comprehensive review of the key issues faced by academic institutions when negotiating clinical trial agreements with pharmaceutical and biotech companies, with specific in-depth focus on the following provisions: publication rights, ownership of intellectual property, confidentiality, indemnification and study subject injury.

Speaker: Karen Mullin

Room: Golden Gate 8

Certificate: RL-III

1:30 pm—5:00 pm

WS9: Trailblazing Teambuilding: Techniques for Creating a Purpose-Driven Leadership Team

Content Level: Intermediate **Track:** PD

The process of building a great team -with high team morale and strong engagement- begins with building a great leadership team. Developing an incredible leadership team doesn't have to break the budget but it does require a strong vision, excellent communication, a good deal of time and consistent effort. We will focus on connection, purpose, motivation, understanding, and accountability among your teams. The purpose of this workshop is to provide participants tools to develop a strong leadership team on any budget. A leadership team is most effective when there is a united front among its leaders and a unified, trusting, and high-performing leadership team WILL impact the individual contributors at the organization in a positive way. Leaders will behave in a way that employees will model and ROI for the organization is high. With a GREAT leadership team, the organization experiences better productivity and the strategic vision becomes the reality.

Speaker: Laura Gatewood, Jodi Ogden, Yaw Frimpong

Room: Franciscan B

Certificate: LD-E

WS11: Clinical Research? Where do I begin? A Complete Guide to Facilitating a Clinical Trial

Content Level: Basic **Track:** FA

Clinical Research: All research that involves patients or PHI, or clinical testing or procedures, or drug/device diagnostic testing in humans or any planning/lab/clinical service in support of such clinical research. We will demonstrate how to initiate a clinical trial from pre- award Confidentiality Disclosure Agreement to post award financial management.

Speaker: Carlos Braxton, Karen Roz

Room: Golden Gate 8



SUNDAY
OCTOBER 20

8:00 AM—5:00 AM

Registration Open
Golden Gate Promenade

9:00 AM— 1:00 PM

Senior Executive Institute
Golden Gate 4

9:00 AM—12:30 PM

Half-Day Morning Workshops

9:00 AM—5:00 PM

Full-Day Workshops

12:30 PM—1:30 PM

Workshop Luncheon (*Ticket required*)
Plaza A-B

1:00 PM—5:00 PM

Exhibitor and Poster Setup

1:30 PM—5:00 PM

Half-Day Afternoon Workshops

5:30 PM—7:00 PM

Welcome and Introduction to SRAI
Plaza A-B

PRE-CONFERENCE WORKSHOPS

9:00 am—5:00 pm

WS12: A Guide to Clinical Trials Administration

Content Level: Basic **Track:** MO
Many of the skills needed to administer more traditional investigator initiated, grant funded research projects can be adapted to managing clinical trials. This workshop will examine the basics of clinical trial administration from recruiting subjects to archiving records, explore the differences between industry and federally funded studies, highlight special concerns and discuss best practices for managing clinical trials.
Speaker: Bruce Steinert (DF)
Room: Golden Gate 3
Certificate: CTRA-R

WS13: It's About the Money

Content Level: Basic **Track:** FA
This workshop examines key issues related to budget development, review, and monitoring, and explores the research administrator's role in service to the sponsor, institution, and investigator. Special attention will be paid to assessing project costs, including personnel, consultants, equipment, supplies, travel, subcontracts, total direct cost, income, F&A, MTDC vs. salary and wage base, and cost sharing. Also, sponsor guidelines, institutional policies and the financial precepts of 2 CFR 200 will be covered. "Why do we have to do this?" and "Where are the guidelines that say that?" are key questions that will be answered throughout the workshop.
Speaker: Kris Rhodes (DF), Lee Stokes
Room: Franciscan A
Certificate: FM-R

WS14: Introduction to Research Law

Content Level: Basic **Track:** RL
This interactive workshop will provide information on the necessary skills set for today's leaders. Participants will learn how to identify their strengths and weaknesses and fulfill their own leadership capabilities in today's highly complex workplace. Further, the workshop will help participants identify everyday opportunities that can be used to help them grow in their current jobs.
Speaker: David King (DF), J. Michael Slocum (DF)
Room: Imperial A
Certificate: RL-R

WS15: National Institutes of Health (NIH) Fundamentals

Content Level: Basic **Track:** SA
The National Institutes of Health (NIH) Fundamentals provides a foundation in grants from NIH. As NIH is the single largest federal grant-awarding agency, the program is perfect both for someone new to research administration and for research administrators expanding their knowledge of federal funding agencies. The curriculum provides an overview to the procedures and policies essential to preparing successful applications to and managing grant awards from the National Institutes of Health.
Speaker: Dede Rutberg, Rebecca Wagenaar– Miller
Room: Franciscan B
Certificate: NIH-R



SUNDAY
OCTOBER 20

9:00 am—12:30 pm

FREE LL3: Policy Life Cycle: Policy Making in a Research Enterprise

Content Level: Intermediate **Track:** SA
This learning lab is designed to introduce the current and future leaders of a research enterprise to the entire life cycle of policy-making, starting with problem identification and agenda setting, and concluding with policy monitoring and evaluation. Numerous stakeholders across and out with a research organization are involved in the various steps of making and implementing policy decisions. The workshop will begin with an introduction to each of these steps. This will be followed by small group exercises in the identification of stakeholders and challenges associated with each step of the policy life cycle within the learners? Organizations, as it relates to a given internal or external policy. Finally, the small groups will present their results to the group at large for a plenary discussion and feedback.
Speaker: Farida Lada, Annedorte Vad
Room: Imperial B

WS16: Developing Emotional Intelligence in the Workplace

Content Level: Basic **Track:** PD
Emotional intelligence has come to be seen more and more as a critical underpinning of success on and off the job. It has become even more important as work environments have become increasingly diverse and have brought together differences that can be challenging. However, despite its importance, most individuals don't know much about emotional intelligence or how to develop that aspect of themselves in the workplace. This workshop will discuss fundamentals of emotional intelligence, the understanding of tools to function in the workplace, and how to develop others to be more successful in their jobs.
Speaker: Erin Bailey, Timothy Schailey
Room: Franciscan C
Certificate: LD-V

WS17: Proposal Development: Pre-Award Overview

Content Level: Basic **Track:** SP
Pre-award research administrators are often called upon to provide training and to assist investigators with all aspects of proposal preparation and, therefore, need to have a basic knowledge of all the steps in the process. This workshop will cover the different types of proposals; how to read and interpret proposal guidelines; sections of the proposal: summary/abstract, problem/need statement, goals & objectives, methodology, evaluation, personnel, institutional resources, and timeline; and the importance of organization and presentation. The intended audience is new pre-award research administrators who wish to gain a thorough understanding of the proposal development process.
Speaker: Peter Hoelsing, Anne Schauer (DF)
Room: Continental 7-8
Certificate: PA-R

WS18: Designing a Training Program for Your Institution: Techniques, Tools and Tips

Content Level: Advanced **Track:** PD
Assessing and identifying your organization's training needs at the beginning is important for designing and preparing educational materials that will achieve the desired learning outcomes. To be effective, both training and facilitation take deliberate planning and leader-participant engagement. While you don't have to be an expert speaker or facilitator, you do have to connect with participants in order

to engage them through content and processes. This workshop will take participants from design aspects to delivery and will include a behind-the-scenes look into tips, tools and techniques used by presenters to effectively lead participants through training objectives.
Speaker: Tolise Dailey, Roseann Luongo, Debra Schaller-Demers (DF)
Room: Franciscan D

WS19: Fostering a Compliance Mindset - Building Internal Controls

Content Level: Intermediate **Track:** FA
Over the past few years, Compliance has risen to a significant level of importance in the research community. Increased regulations, competition and the day-to-day demands of managing various strings attached to sponsored agreements often leave Research Administrators with minimal time to develop and maintain adequate compliant programs within their offices. Furthermore, OMB 2 CFR 200 (Uniform Guidance) requires that recipients of federal funds provide a reasonable assurance that internal controls exist in several areas related to managing federal awards. This mandate further hinders Administrators' ability to support investigators with adherence to institutional policies and practices and federal regulations. This half-day work workshop will assist Administrators with developing or enhancing an existing compliance program throughout the award life cycle. Participants will understand the key elements needed to foster a compliance mindset, examine the guiding regulations, explore strategies to developing compliant offices, discuss ways to overcome the challenges, and explore examples of adequate compliance programs. Participants will also be introduced to the concept of internal controls, as defined by the Committee of Sponsoring Organization (COSO) by the Treadway Commission and the Greenbook issued by the Comptroller of the United States.
Speaker: Marchon Jackson, Debra Murray
Room: Golden Gate 2

WS21: Kirschstein NRSA Workshop: NIH Research Training Grants and Fellowships

Content Level: Basic **Track:** SP
As Dr. Seuss wrote, "Oh, the places you'll go! Your mountain is waiting so get on your way." If you need help climbing that mountain to NRSA funding success, this session will ensure you are confident and surefooted in keeping your trainees and fellows on the safe path to funding. This interactive workshop will focus on issues specific to grants awarded under the auspices of Ruth L. Kirschstein National Research Service Awards, specifically Individual Fellowships (F's) and Institutional Training Grants (T32's). Scale new heights with an overview of the Kirschstein-NRSA Guidelines, recent and anticipated changes and navigate the mandatory electronic submission process for applications and forms.
Speaker: Brett Hodgkins, Lisa Moeller
Room: Golden Gate 6-7
Certificate: NIH-I



SUNDAY
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WS22: Research Administration Career Planning: Taking a Personal Inventory

Content Level: Basic **Track:** PD

When clarifying career goals, it is important to start with a personal inventory. However, many are unsure of how to even begin. This half-day workshop will lead participants through the process of a personal inventory and will provide tangible take-aways to help define and achieve their career goals.

Speaker: Tammy Good, Sikirat Tijani

Room: Golden Gate 8

1:30 pm—5:00 pm

FREE LL1: Effort Reporting: Where We Have Been, Where We Are Now, and Options for the Future

Content Level: Intermediate **Track:** SA

In an environment of changing effort reporting methodologies, reassessment of your effort reporting process is highly likely. Has your current process kept pace with the requirements while reducing the administrative burden on your researchers?

We will cover the exciting origins, evolution and latest developments in effort reporting including alternatives to traditional effort reporting including project payroll confirmation. We will take a holistic perspective from effort proposed, effort awarded and reporting on effort from the investigator, administrator and sponsor points of view. Bring examples of your challenges in effort reporting and we will share some best practices for your scenarios as well as cover a few case studies that illustrate the challenges and possible solutions.

Speaker: Patricia McNulty, Anita Mills, Jason Porter

Room: Imperial B

FREE LL2: Stepping Stones to Becoming a Peer-Reviewed Journal Author

Content Level: Basic **Track:** PD

This Learning Lab's goal is to demonstrate how research administrators can develop scholarly articles that could be published by a professional journal. The presenters will cover topics such why research administrators should publish scholarly articles, barriers to publishing, incentives to publish, formatting of scholarly articles, choosing a topic, performing literature reviews, tips on writing productivity, and resources available to aid in the writing process. This Learning Lab is for research administrators at any level who aspire to author a manuscript for a peer reviewed journal that describes a professional activity that advances the conduct of research administration. Participants should bring a list of ways they have already contributed to the research

administration field (e.g., through their area of expertise, through conference presentations, etc.) so that by the end of the session, they can envision how to build on those efforts to develop a peer reviewed journal article.

Speaker: Ira Goodman (DF), Sandra Justice, Dhanonjoy Saha, Jennifer Taylor

Room: Golden Gate 8

WS23: Training Programs for the Non-Trainer: A Practical Guide to Developing Training with the Learner in Mind

Content Level: Intermediate **Track:** MO

How can you build a training program that not only meets organizational needs and ensures compliance, but also provides an opportunity for application and interaction in the classroom? What do learners need to truly engage in training and retain and apply content after they leave? In this half-day workshop, you'll identify best practices for creating an effective training program that meets organizational and learner needs – and helps ensure compliance. Learn how to assess training needs, identify and implement appropriate training methods, develop content with the learner in mind, and evaluate outcomes. This interactive session will include case studies, small-group discussions, self-reflection, feedback on specific challenges participants face, and maybe even a game or two!

Speaker: Marley Thrasher

Room: Franciscan C

WS24: Proposal Budget Development: Building a Basic Grant Budget

Content Level: Basic **Track:** PA

Are you new to pre-award or do you feel overwhelmed when a PI contacts you for help developing a budget? Then let us help you not only understand the fundamentals of creating an effective budget for both federal and private grants, but also give you tips and tricks for creating time-saving templates. We will discuss effort and the considerations needed to account for the NIH salary cap, the benefits of a detailed travel budget, and calculating the correct F&A base. Additionally, translating the budget to the budget justification will be discussed.

Speaker: Matthew Anderson, Erin Bhagvat, Victoria Mothershed

Room: Continental 7-8

Certificate: PA-R



SUNDAY
OCTOBER 20

WS25: Research Funding from Everything Except Extramural Grants. AKA: Diversifying Your Portfolio

Content Level: Basic **Track:** MO

We are so focused on large extramural grants, that we often overlook the other sources of research funding, including: philanthropy, foundation grants, research contracts and internal grants. This workshop follows the principal of diversifying your portfolio and looks at these other sources of research funding and the nuances of these opportunities. Participants will take closer looks at these other sources of funding and learn how to better position their institution to not put all their proverbial eggs in one basket. We'll cover finding the funding, applying for, and managing these different pots of gold. We'll also cover a variety of different internal funding mechanisms that could be started at your institution, if you don't already have them.

Speaker: Kevin Titus (DF)

Room: Franciscan D

WS26: Uniform Guidance – Understanding the Basics and its Impact

Content Level: Basic **Track:** RL

The Uniform Guidance (UG) is one of the most important sets of regulations governing federally sponsored awards. Our organizations use the UG to set compliance standards and define our policies and procedures. Understanding these rules and regulations is vital to the success of any Research Administrator in performing their job and providing the support our Principal Investigators need to excel in their fields of study. This workshop will provide a detailed overview of the Uniform Guidance, including discussion of the administrative requirements applicable to grants and corporate agreements, the cost principles applicable to all awards and the audits that are required to ensure we are compliant with all of these rules. Storytelling, open dialog, and a few case studies will help make this seemingly dry topic come alive for the participants.

Speaker: Denise Clark, Ann Holmes

Room: Golden Gate 2

WS27: 9 Months Later: Experience of Living with the New Common Rule for Research Administration and Compliance Staff

Content Level: Intermediate **Track:** RE

After 8 years of waiting, in January 2019, the new Common Rule for Research With Human Subjects went into effect – we survived! Thus cementing a new environment for protection of human subjects in

research. This session explores how the research community -especially research administration and compliance staff- implemented, lived with, and prospered within this new environment. Discussion will be focused on the changing landscape HRPPs face and how HRPPs adapted to these changes, focusing in on changed policies, procedures and processes. Panelists will discuss how their institutions responded to this changing landscape and invite attendees to share challenges, opportunities, missteps and successes.

Speaker: John Baumann, Scott Lipkin

Room: Golden Gate 6-7

Certificate: RI-II

WS28: A "Big Bang" Approach to the Practice of Research Administration and Management

Content Level: Intermediate **Track:** MO

In the ever-changing face of research and its regulatory environment, where the unexpected, like government shutdowns and campus emergencies, is the norm, how can we prepare for the next hot topic? Supervisors are constantly challenged to motivate staff each day to deal with late proposals, rush negotiations and award setups, one-off invoicing for industry awards, but also to be prepared for the next crisis, like providing continuity of service during a weather event. How do you rally the troops to rise to the occasion by turning a dire situation into an opportunity to excel? We all know that the characters on The Big Bang Theory were not totally out of the realm of possibility. We have all dealt with a Sheldon Cooper.

The content of this workshop will span all of the areas of the practice of research administration including leadership development (delegation of responsibilities), research administration staffing and management (knowing how to mobilize emergency operations), research and faculty development (enabling PIs to be proactive), innovation and economic development (using data to predict impact downstream), and integrity and stewardship (strategic planning as a means of practicing good stewardship). This half-day workshop will utilize a case study based on challenges from the hit series, The Big Bang Theory. Come prepared to learn, laugh and lament.

Speaker: Cynthia Hope, Susan Wyatt Sedwick (DF), Marianne Woods

Room: Golden Gate 4-5

Certificate: PRAM-R



QUICK TALKS

MONDAY-TUESDAY | ROOM: CONTINENTAL 9

A Quick Talk is a 15-20 minute presentation that will be combined with two other similar presentations in one 60-minute session.

Monday, October 21

Quick Talks on Career Stages

10:30 am—10:50 am

M100A: Pathway to Research Administration (PTRA)

Internship Project: A Journey Through Steps to Build a

More Robust RA Workforce | **Speakers:** Artawood

Chitamitara, David Wolf

10:50 am—11:10 am

M100B: Research Administration - Evolution from Job to

Profession | **Speakers:** Cindy Kiel (DF), Jennifer Shambrook

(DF), Deborah Zornes

11:10 am—11:30 am

M100C: Preparing for Promotion - Be Ready When

Opportunity Knocks | **Speaker:** Sally Gray

Quick Talks on Teamwork and Paperwork

3:00 pm—3:20 pm

M300A: Everything I Know about Being a Successful

Research Administrator I Learned From My Mother |

Speaker: Kim C. Carter (DF)

3:20 pm—3:40 pm

M300B: A Team-Based Approach to Doing More with Less

| **Speaker:** Jessie Brown, Shoshana Lavinghouse

3:40 pm—4:00 pm

M300C: Collecting and Managing Post-Submission Change

Requests | **Speaker:** Derek Kozlowski, Roger Wood

Tuesday, October 22

Quick Talks on Digital Solutions

9:00 am—9:20 am

T100A: Sharing the Pain and Pleasures of Introducing a

Digital Solution to Research Proposal Development and

Award Management - A Case Study from the UK |

Speaker: Elizabeth Hope-Dyer

9:20 am—9:40 am

T100B: Journey of Developing and Implementing the First,

Online Data Repository System for Research

Administration in a Developing Country | **Speaker:** Salima

Fareed Panjwani, Sana Akber Ali Pirani

9:40 am—10:00 am

T100C: Development of eRA System for the University

of Ibadan (DeRA-UI): Lessons Learnt | **Speaker:**

Olumuyiwa Desmennu Adeola Oladeji

Quick Talks on Enhancing Your Career

3:00 pm—3:20 pm

T400A: Taking Ownership of Your Own Professional

Development | **Speaker:**Carolynn Julien

3:20 pm—3:40 pm

T400B: Mentorship Through Scholarship -The Author

Fellowship Program of the Journal of Research

Administration | **Speaker:** Paul Martinez, Nathan

Vanderford

3:40 pm—4:00 pm

T400C: From RA to PI - Breaking Through the 4th Wall |

Speaker: Paul Martinez

Quick Talks on Path to Improvement

4:30 pm—4:50 pm

T500A: Strategies to Attract and Engage Millennials |

Speaker: Kim C. Carter (DF)

4:50 pm—5:10 pm

T500B: Participant or Human Subject? Differentiating the

Two Terms | **Speaker:** Daysi Ardon, Rachel Hayes

5:10 pm—5:30 pm

T500C: Micro-Credentialing: A New Way to Learn |

Speaker: Evan Roberts



LEARNING CAFÉS

MONDAY-TUESDAY | ROOM: FRANCISCAN A

The Learning Cafés allow for small groups to interact and “continue the conversation” on many topics already covered in the traditional sessions or workshops. The Learning Café sessions are meant to encourage networking and connect with peers for future interactions after the conference ends.

Monday, October 21

10:30 am—11:30 am

LC1: The One Person Grants Office: Doing It All and Getting It Done

Working in a predominately undergraduate institute presents unique challenges to research administrators. Often, the research administrator is the only person on campus who understands the complexities of the grants world. Duties and responsibilities range from pre-award to close-out, with everything in-between. Managing the everyday workload can be overwhelming to even the most efficient person. This Learning Cafe will bring together research administrators who work in small grant offices to discuss how they manage to get everything done. Newcomers, as well as seasoned individuals, are welcome to share their ideas and gain helpful tips with others working in similar institutions.

Speaker: Nancy Cruikshank

1:30 pm—2:30 pm

LC2: Establishing and Managing Society of Research Administrators International (SRAI) Chapters

Do you have SRAI Chapter pride? Do you know the close camaraderie that a Chapter can provide? Are you interested in learning how to build and effectively run a SRAI Chapter? During the summer 2018 board meeting, the Board of Directors responded to the membership's request and established a new Chapter Council. What is the Chapter Council you ask? The Chapter Council is a dedicated group of research administration enthusiasts who have served as elected officers and know and love the camaraderie that chapter membership offers. The Council seeks to serve as a resource and sounding board. The Council is not an oversight body, rather it is simply a place to share ideas. Who should attend? The Chapter Council is open to current chapter officers, interested past chapter officers, those considering running for office, and also new chapter interest groups.

Speaker: Angela Behrend, Tim Linker (DF), Lisa Walker

3:00 pm—4:00 pm

LC3: Team Building as Succession Planning at a PUI

In today's mobile world of employment and the growing retirement of senior research administrators, it has become critical to look to the future and ensure continuation of necessary activities when Sponsored Programs loses an employee. PUI's are especially hit hard since many offices are already lean in depth and number of personnel. This Learning Cafe will provide ideas and strategies that are helpful to ensuring services and oversight continue when vacancies of any level of staff occur. Come share your experiences and ideas of building a team environment within and beyond the OSP to ensure your institution can continue necessary activities to protect and support research.

Speaker: Pamela Whittlock (DF)

Tuesday, October 22

9:00 am—10:00 am

LC5: Measure What Matters: Using Data Effectively to Manage Subawards and Subrecipient Monitoring

Measure what matters! Join us for a lively discussion about using data to measure and improve processes related to subaward management and subrecipient monitoring. Topics will include capturing and reporting on data, identifying trends and process improvements, and interacting with the Federal Demonstration Partnership Clearinghouse as well as other sources of information. Schools will share information about how they are mitigating risk, improving cycle times, and increasing transparency for their investigators and administrators. By the end of the session, attendees will walk away with very practical applications to use at their institutions for accessing, sharing, and using data more effectively. **Speaker:** Sally Egloff, Kaci Foster

10:30 am—11:30 am

LC6: Distinguished Faculty Roundtable

Thinking of applying to become a member of SRAI's Distinguished Faculty? Attend this open forum Learning Cafe and learn about the application process and criteria used to evaluate and select SRAI's Distinguished Faculty. Participants will have an opportunity to ask questions and interact with active Distinguished Faculty members.

Speaker: Andrea Deaton (DF), Marjorie Piechowski (DF)

1:30 pm—2:30 pm

LC7: Part II: Building Metrics to Assess Staff Workload and a Career Ladder to Support Staff Success !

This Learning Cafe is a follow-up to the session "Using Metrics to Assess Staff Workload, Building a Career Ladder to Support Staff Success". Detailed discussion will focus on the specific measures collected to support the initiative, continued improvement of the process and project and the collection of outcome measures. Discussion will include detailed conversation related to outreach efforts, reducing "siloed thinking", and identifying and overcoming obstacles to progress. Current status and future plans will also be touched on during the discussion. **Speaker:** Jennifer Lear, Maryellen O'Brien

3:00 pm—4:00 pm

LC8: Enabling a Scale-Up Programme at Scale: Lessons Learnt from How Six UK Universities Collaborated to Engage Fast Growing SMEs

SETsquared is a unique enterprise partnership and a dynamic collaboration between the five leading research-led UK universities of Bath, Bristol, Exeter, Southampton and Surrey. Twice ranked as the Global No. 1 Business Incubator, we provide a wide range of highly acclaimed support programmes to help turn ideas into thriving businesses. This collaboration has been extended to help fast growing SMEs to set up and run R&D projects in collaboration with the SETsquared universities. The £5M SETsquared Scale-Up Programme, which has been funded by Research England and includes additional input from Cardiff University, aims to support the most innovative scale up companies across the south of England and Wales (two countries).

Speaker: Jon Hunt, Lorna Colquhoun, Elizabeth Hope-Dyer



8: 00 am—5:30 pm

Registration Open
Golden Gate Promenade

8:30 am - 4:30 pm

Exhibit Hall Open with Refreshments
Continental Ballroom

9:00 am - 10:00 am

General Session Keynote Speaker
Continental Ballroom

10:00 am - 10:30 am

Break in the Exhibit Hall

10:30 am - 11:30 am

Concurrent Sessions

11:30 am - 1:30 pm

SRAI Membership Business Meeting & Lunch
Grand Ballroom B

1:30 pm - 2:30 pm

Concurrent Sessions

2:30 pm - 3:00 pm

Break in the Exhibit Hall

3:00 pm - 4:00 pm

Concurrent Sessions

4:00 pm - 4:30 pm

Break in the Exhibit Hall

4:30 pm - 5:30 pm

Concurrent Sessions

7:00 pm - 10:00 pm

Opening Reception
August Hall

CONCURRENT SESSIONS

10:30 am—11:30 am

M101: What's So Different about Research Management Leadership?

M102: Post Submission to Award Acceptance

M103: Working with and Understanding Industry/ University Partnerships

M104: If You Don't Know Where You are Going, You Will End Up Somewhere Else: How to Manage a Project When You Are Not a Project Manager

M105: Is a Shared Research Administration Model Right for You? Exploring a Collaborative, Creative, and Contemporary Approach to Research Administration

M106: Subrecipient Monitoring - The Basics

M107: Effective Fiscal Management of Industry Clinical Trials

M108: Institutional Risk Assessment and the Review of Subject Injury Language for Clinical Trials

M109: Research Integrity Investigations at the NSF Office of Inspector General

M110: Public Access Policy: Accelerating the Delivery of Tomorrow's Advancements

M111: Adventures in Podcasting - Where It's At: I've Got No Turntable and Two Microphones

M112: Office of Management and Budget (OMB) Uniform Guidance

M113: Introduction to Doing Proposals with National Aeronautics and Space Administrations (NASA)

1:30 pm—2:30 pm

M201: Gamification to Interview Candidates, Train Employees, and Build Effective Teams

M202: Keep the Wheel Turning: Why Everyone Needs to be on the Same Page and How to Get Them There

M203: Grant Training for Dummies" - Working with Faculty on How to Successfully Submit a Proposal

M204: Innovative Ways to Establish Collaborative Partnerships with Industry



M205: Creating Vibrant Research Administration Teams, No Matter the Culture, Priorities and Personalities

M206: How to Drive Research with Data

M207: How to Prepare for and Survive an Audit

M208: Post-Award Administration for Departmental Administrators

M209: Impacts of the New Common Rule for International Research

M210: Navigating the Organizational Impact of Recent Changes in Federal Regulation & Policy

M211: A Brief History of Human Research Protections and Ethics – from Nuremberg to St. Kitts

M212: Data Here and There and Everywhere

M213: NIH Grants Review Policy for Grants to Foreign Institutions, International Organizations, and Domestic Grants with Foreign Components

M214: National Science Foundation (NSF) Update

3:00 pm—4:00 pm

M301: Make Your Own Grass Greener: Collaborative Activities between Offices of Research

M302: University Administration Support Program: New Research and Education Activities One Year Later

M303: Getting an Award: It is More than Finding a Suitable Funding Opportunity

M304: Framework for an Internal Grant Review Program

M305: Grants & Contracts Accounting for Pre-award Administrators

M306: 2018-19 OIG Awardee Audit Highlights

M307: Conducting Research Across Borders: Issues in Research Administration and Compliance

M308: SBIR/STTR: The Big Challenges with Small Businesses - A University Perspective

M309: Understanding Text Recycling, AKA "Self-Plagiarism": Findings from an NSF-Funded Study and Implications for RCR Training

M310: Keeping Up with ClinicalTrials.gov: A Systematic Approach in Maintaining Compliance

M311: Leveraging Open Researcher and Contributor ID (ORCID) to Build Partnerships and Improve Research Evaluation

M312: The Nonprofit Funder - Research Institution Partnership (NFRI)

M313: National Research Service Award (NRSA) Training Grants: How to Complete the Budget Forms

4:30 pm—5:30 pm

M401: Use What You've Got to Get What You Want: Identifying Skill Sets for Career Advancement

M402: Collaboration Between the Central Sponsored Programs Office and Department Contract and Grant Administrators

M403: Best Practices with Foundations: Strategies for Humanities and Social Sciences

M404: Is Your Research Support Office Ready For The Future?

M405: Making New Stars Shine: Effective Onboarding and Training of New Employees

M406: Indirect Cost Rates – A Non-Profit Perspective

M407: Managing Salaries and Wages Charged to Sponsored Programs

M408: Research Misconduct: A Year in Review

M409: Confidentiality Agreements - The Basics

M410: Addressing Concerns Regarding Foreign Influence on US Research: A Look at an Emerging Critical Issue

M411: Export Controls and Sanctions Compliance for Higher Education and Scientific Institutions

M412: Part 1: Foundations of IACUC and Animal Activities in Research Administration

M413: Using Data to Support Decision Making in Research Administration

M415: My Friend NOAA: Quick Introduction



MONDAY

OCTOBER 21 | 10:30 AM—11:30 AM

M101: What's So Different about Research Management Leadership?

Content Level: Intermediate **Track:** PD
Research management leaders such as research office directors and managers, are often dealing with very brilliant people such as supreme scientists, physicians, academics with the highest level of degrees - which can be intimidating. Research managers are often influencing people over whom they have no direct line management and indeed, in some cases, where there is no culture of line management. At the same time, within their own institutions, research and its management is often seen as a secondary issue to the "real" administrative issues like finance, HR, estates, IT etc. Research managers must therefore be skilled advocates for research management with other senior administrators within their own organizations. To rise through the ranks (as many research managers do), and have an impact on both very intelligent researchers, and senior administrators, research managers must hone a very special skill set. It takes inner strength and confidence to rise to a level where top professionals will listen and learn.
Speaker: Ian Carter (DF), Mark Hochman (DF), Debra Schaller-Demers (DF)

Room: Imperial A **Certificate:** LD-E, PRAM-I

M102: Post Submission to Award Acceptance

Content Level: Intermediate **Track:** SP
The Central Pre-Award Office is responsible for dealing with a variety of issues that arise after proposal submission and lead to acceptance of the award. The pre-award administrator should be able to deal with Just in Time requests, Post Submission Materials requests, Non-standard terms and conditions, compliance, and special situations - such as faculty leaving, applications submitted to an incorrect FOA, change in consortia, budget revisions and missing sections. This session will discuss how to navigate these areas with both your sponsors and your faculty.

Speaker: Katie Knight, Deborah Maloney
Room: Golden Gate 4-5 **Certificate:** IRAM-E, PA-R

M103: Working with and Understanding Industry/University Partnerships

Content Level: Intermediate **Track:** SP
This session will explore the challenges and benefits to industry/university partnerships. It will not only explore the challenges and differences but provide Research Administrators from both sides a better understanding of each other and how to get to the end goals quicker with that knowledge. Going beyond the basics, the presentation will also explore ways to reach further than just research to create campus wide impacts and long lasting benefits. By the end of the session, everyone will understand how to move things forward in our partnerships quicker, easier, and with less headaches for all.

Speaker: Alex Delavan, Marcos Garza
Room: Golden Gate 6-7 **Certificate:** PRAM-IV, IRAM-E

M104: If You Don't Know Where You are Going, You Will End Up Somewhere Else: How to Manage a Project When You Are Not a Project Manager

Content Level: Intermediate **Track:** MO
Are you thinking about a project or have you been required to spearhead a project in your department, school or institution, but lack formal project management experience? Are you unsure where to start, who to involve, and how to get your project off the ground? If you

answered "yes" to any of these questions, then this session is for you. This "how-to" session will focus on identifying key areas of project management for research administrators who have little experience in project management. The session will also help participants identify the skills and tools needed to manage projects of all sizes.
Speaker: Tammeka Banks, Christine McClure, Erin Menzies
Room: Plaza B **Certificate:** RD-IV

M105: Is a Shared Research Administration Model Right for You? Exploring a Collaborative, Creative, and Contemporary Approach to Research Administration

Content Level: Intermediate **Track:** MO
The purpose of this session is to share information with the Research Administration community (staff/managers) on how to identify the need for, and engage in the creation of a shared services model. Specifically, this session will describe the model implemented in the Duke University School of Medicine and discuss how university leaders identified the need for such a resource. It will also explain how this model was conceptualized, planned and executed, paying special attention to the drivers of success. This session will also highlight various challenges and successes during the early phase of implementation, and will elaborate on the current structure employed by Duke that has led to success. Special attention will be given to the critical task of recruiting and hiring candidates who are best suited to support this model.

Speaker: Deborah Martin, Chelsea Penumathy, Dana Sanders
Room: Continental 7-8 **Certificate:** PRAM-II

M106: Subrecipient Monitoring - The Basics

Content Level: Basic **Track:** FA
The session will review the requirements for subrecipient monitoring under OMB Uniform Guidance 2 CFR 200. Topics under this session include: institutions policies on UG, risk assessment, risk mitigation, subrecipient monitoring, and more. This session will be interactive and encourages participants to share ideas from their respective institution.

Speaker: Regnier Jurado, Donna Kiley
Room: Imperial B **Certificate:** FM-V, IRAM -E

M107: Effective Fiscal Management of Industry Clinical Trials

Content Level: Intermediate **Track:** FA
Effective fiscal management, and ensuring appropriate personnel effort is applied to clinical trial project accounts, is highly challenging. In this course, attendees will learn about Children's Hospital Los Angeles's experience to implement processes to better manage these accounts. Attendees will learn how to increase revenue through better invoicing practices to ensure all applicable invoiceable expenses are requested and collected, learn how to implement a residual funds policy, and learn how to perform a close out analysis to ensure all appropriate payroll is charged to the project.

Speaker: Tigran Garoian, Karen Niemeier
Room: Franciscan C **Certificate:** FM-E



MONDAY

OCTOBER 21 | 10:30 AM—11:30 AM

M108: Institutional Risk Assessment and the Review of Subject Injury Language for Clinical Trials

Content Level: Intermediate **Track:** RL
Reviewing and negotiating subject injury language in the clinical trial agreement (CTA) and ensuring its congruency in the informed consent form (ICF) can present challenges such as (1) determining the appropriate language for the situation and the negotiation of that language with the Sponsor, (2) assessing the institutional risk of acceptance of such language, as well as compliance with Institutional policies and guidelines, accreditation standards (i.e., Association for the Accreditation of Human Research Protection Programs (AAHRPP), (4) and the Medicare Secondary Payer provisions. Virginia Commonwealth University has implemented a streamlined workflow process utilizing standard subject injury language templates and in conjunction with the OnCore clinical trial management system have developed task lists to document the subject injury language review process and ensure not only that the CTA and ICF are congruent but that it also occurs in a timely manner for submission to the Institutional Review Board.

Speaker: Melanie Wiggins
Room: Franciscan B

M109: Research Integrity Investigations at the NSF Office of Inspector General

Content Level: Intermediate **Track:** RE
The Office of Inspector General, National Science Foundation (NSF), is responsible for investigating allegations of wrongdoing associated with NSF proposals and research. This includes allegations of fraud and violations of research integrity such as plagiarism, data fabrication/falsification, violation of peer review confidentiality and human subject's rules violations. This presentation will provide insights into recent cases as well as trends our office is seeing in matters that are being brought to our attention. We will also discuss the results of a recently conducted review of our plagiarism cases from the previous 10 years.

Speaker: Rachael M. Allbritten
Room: Franciscan D **Certificate:** RL-IV, PRAM-V, IRAM-E,RI-I, RL-I

M110: Public Access Policy: Accelerating the Delivery of Tomorrow's Advancements

Content Level: Basic **Track:** RE
This session provides an overview of how grant-funded publications are managed to ensure an accurate and up-to-date list of publications (bibliography) that meets the National Institutes of Health (NIH) requirements for grant applications, progress reports, and public access. It also provides an overview of setting up My National Center for Biotechnology Information (NCBI), My Bibliography, adding new publications, linking My NCBI account to an Electronic Research Administration (eRA) Commons account and grants. This will be a hands-on session. Please bring your laptop or electronic device to connect directly with My NCBI.

Speaker: Erin Bailey, Timothy Schailey
Room: Golden Gate 3 **Certificate:** NIH-II

M111: Adventures in Podcasting - Where It's At: I've Got No Turntable and Two Microphones

Content Level: Basic **Track:** RE
In January 2017 I launched a monthly podcast at U of T Mississauga (UTM): VIEW to the U, An Eye on UTM Research. At its most basic level,

the mission for this podcast is to cover UTM research and profile UTM researchers. Our office wanted to provide new and fresh content, with a bit of a departure from print but also something slightly less involved than video. The podcast genre has become an incredibly popular medium that can be accessed anywhere, and showcasing research and researchers in this way has the potential to attract students, trainees, and possible collaborators, it can keep alumni connected, as well as elicit outside attention from funders or media looking for a new story. Is a podcast project in your future?

Speaker: Carla DeMarco
Room: Golden Gate 8

M112: Office of Management and Budget (OMB) Uniform Guidance

Content Level: Basic **Track:** SA
On December 26, 2013, the Office of Management and Budget (OMB) issued final guidance on federal grants: 2 CFR 200. The new guidance - a sweeping consolidation of decades of OMB circulars, guidance, and the "common rule" on grants management - will replace ALL the current OMB Grant Circulars and will have a significant impact on how grants are awarded, administered and audited. This session will provide a brief history of the process used to develop the Uniform Guidance and will outline key changes put forth in the new Guidance that will impact your institution. Where possible, agency perspectives will be incorporated into this session.

Speaker: Gil Tran
Room: Plaza A **Certificate:** IRAM-I, NIH-I

M113: Introduction to Doing Proposals with National Aeronautics and Space Administrations (NASA)

Content Level: Basic **Track:** SA
Thinking about doing a proposal to the National Aeronautics and Space Administration (NASA) and not sure where to start? We'll provide an overview of the objectives and organization of NASA that affects the types of funding supported. Then we'll review some of the common submission requirements (plus some variations), and discuss some of the unique things you may come across if you are not familiar with NASA proposals or the NSPIRES system. We'll also touch on some possible award acceptance and post award issues that might be beneficial to know about as you contemplate doing proposals with NASA.

Speaker: M Fran Stephens (DF)
Room: Golden Gate 2 **Certificate:** IRAM-E, PA-E,RD-I



MONDAY

OCTOBER 21 | 1:30 PM—2:30 PM

M201: Gamification to Interview Candidates, Train Employees, and Build Effective Teams

Content Level: Basic **Track:** PD
In the high stress field of research administration, high employee turnover rates often result in frequent interviews, onboarding of new employees, and changes to team structure and function. Traditional techniques may not always identify the best candidates for the team or transition new hires into efficient and effective teams. Games and other interactive tasks provide a creative opportunity to identify best-fit candidates, train employees for new responsibilities, and build productive teams for high impact goals.
Speaker: Julie Oestreich, Racheal Hendershot
Room: Franciscan D **Certificate:** LD-E

M202: Keep the Wheel Turning: Why Everyone Needs to be on the Same Page and How to Get Them There

Content Level: Basic **Track:** PD
Faculty, administrators, accountants and so many more rely on each other to keep the research wheel turning. When one spoke is out of place, it can create stress, irritation, missed opportunities and even mistakes. It is important that everyone make an effort to follow timelines, guidelines and policies, but that is easier said than done. This session will provide examples of the varied results of not following the rules, and how each situation could have been different. Additionally, the session will provide insight and suggestions on how to encourage those who may unintentionally create chaos and want to do things right, and how to effectively work with those that never will.
Speaker: Amy Cook, Emily Everette
Room: Imperial A **Certificate:** IRAM-E, LD-E

M203: "Grant Training for Dummies" - Working with Faculty on How to Successfully Submit a Proposal

Content Level: Basic **Track:** SP
This case-study will outline three successful techniques implemented by the presenter on working with both new and senior faculty members in the submission of grants. Case studies will cover the following three topics: (1) working with faculty affairs and departmental offices to gain face to face access to faculty who are often difficult to get in front of or reluctant to meet with the research office, (2) Creating an in-house grant writing workshop for faculty that ultimately leads to the submission of a grant, and (3) developing faculty-led training sessions where seasoned senior faculty at your institution present to junior faculty or faculty who have never submitted a proposal to a particular funding agency.
Speaker: Michael Marino
Room: Imperial B **Certificate:** PA-E, RD-II

M204: Innovative Ways to Establish Collaborative Partnerships with Industry

Content Level: Advanced **Track:** SP
There is increasing pressure on all universities to increase the volume and depth of collaborations with industry. This case study will demonstrate how the University of East Anglia has taken a novel approach to increase collaborations both locally and nationally, and provide specific tools and techniques that can be applied in any setting. The case study is also underpinned by 3 theoretical frameworks drawn from the UK and US which will be evaluated, thus providing a basis for audience members to transfer the subject of the session to their own

local environments. The session will address not just the work undertaken but also address what worked well and what didn't, how the approach can be developed further and the skillsets required for success.
Speaker: Helen Lewis
Room: Golden Gate 3 **Certificate:** PRAM-IV

M205: Creating Vibrant Research Administration Teams, No Matter the Culture, Priorities and Personalities

Content Level: Intermediate **Track:** MO
Managing a research administration office can be a challenging but highly rewarding experience. No matter the size of your office, significant departmental efficiencies can be realized by developing a vibrant team of research administrators that enhance your organization's goals and culture. Drawing upon their individual experiences, this session, led by seasoned research managers from the University of Michigan, will give insight into setting up a cohesive research administration office and how to hire the right team for the job at hand. Tips for setting team culture for your staff, discussions of unique ways of managing your team, and pitfalls experienced along the way, will be shared. Attendees will be encouraged to provide examples from their own experiences to enrich the discussion.
Speaker: Melissa Karby, Nicholas Prieur, Teresa Herrick
Room: Plaza A **Certificate:** LD-E,PRAM-II

M206: How to Drive Research with Data

Content Level: Basic **Track:** MO
Research metrics provide an invaluable and objective tool to measure the state of both research and research administration in real time at an institution. Over the last two years, Jodi Ogden, Vice President, Research Operations at Children's Hospital Los Angeles and her team developed a centralized, standardized and regular metrics reporting system to evaluate the output and effort of both research investigators and research administration team support. This half-day workshop will go through the strategic developments put in place to optimize the management and production of research metrics as well as key benefits to a research administration department once a standardized metrics reporting system has been established.
Speaker: Laura Gatewood, Matt McPeck
Room: Golden Gate 2 **Certificate:** LD-E, RD-E

M207: How to Prepare for and Survive an Audit

Content Level: Intermediate **Track:** FA
The research administration regulatory environment continues to expand. Many research administrators are tasked with addressing internal audits, annual Single Audits, sponsor audits or "reviews", state audits and Office of Inspector General (OIG) audits. Join presenters from an R1 University ("highest research activity" rating) who recently survived a National Science Foundation (NSF) OIG audit. This session will evaluate trends in recent audits and analyze established processes that help the university to meet audit requirements. The discussion will also identify tips and tricks throughout the life of a research award that allow administrators to proactively prepare for an audit.
Speaker: Jennifer Camp, Trudy Riley (DF)
Room: Franciscan B **Certificate:** FM-E, IRAM-E



MONDAY

OCTOBER 21 | 1:30 PM—2:30 PM

M208: Post Award Administration for Departmental Administrators

Content Level: Basic **Track:** FA
This session will cover all aspects of Post-Award administration starting with the beginning of the Post-Award process, review of award notices and set up of the project within a departmental financial system through the end of the process, assisting the Research Finance Office with the analytics of the final financial report. The presenters will include Post-Award Directors from both an Institute of Higher Education and a Hospital, who will identify industry best practices. They will present valuable tips on how to control the grant activity and communicate essentials to both the Principal Investigator and the Central Finance Office.
Speaker: Robert Cohen, Suzanne Locke, Karen Renaud, Shacey Temperly
Room: Golden Gate 6-7 **Certificate:** FM-III, IRAM –E

M209: Impacts of the New Common Rule for International Research

Content Level: Basic **Track:** RL
New definitions, expanded exemptions, and changes of processing mechanisms embodied in the revised Common Rule, as promulgated in 2017, resonate with some of the needs in collaborative research conducted subject to and also beyond the scope of the regulations at 45 CFR 46. The Common Rule also offers a tested baseline for the ongoing development in foreign jurisdictions of standards for human subjects protection that meet expectations of dignity in local contexts, and make effective use of limited resources. This session is intended to cover some the new opportunities, challenges, and unresolved issues embodied in the Common Rule as revised.
Speaker: Robert McLaughlin
Room: Franciscan C **Certificate:** RL-IV,CTRA-E,IRAM-E,RI –II, RL-I

M210: Navigating the Organizational Impact of Recent Changes in Federal Regulation & Policy

Content Level: Intermediate **Track:** RL
Despite all of the talk of deregulation, organizations are struggling to manage a seemingly endless stream of new and modified Federal rules, policies, and requirements. This presentation highlights recent regulatory and policy actions (e.g., revised Common Rule, Certificates of Confidentiality (CoC), clinical trials transparency, Genomic Data Sharing) and the impact on organizations' oversight and management of research. While many responsibilities are being shifted away from federal agencies and local IRBs in an effort to streamline procedures and decrease investigator burden, organizations are facing increasing responsibilities without any corresponding increase in support. Likewise, single IRB review is intended to ease burden and facilitate study start-up; but organizations now must negotiate and maintain compliance with the terms of multiple IRB reliance agreements, have mechanisms to track research and ensure compliance outside of the existent local IRB structure, and support external IRBs by providing local context information, auditing, etc. Attendees will be encouraged to share experiences and strategies.
Speaker: Karen Christianson
Room: Plaza B **Certificate:** PRAM-V,CTRA-E,RI-II

M211: A Brief History of Human Research Protections and Ethics – from Nuremburg to St. Kitts

Content Level: Basic **Track:** RE
It is easy to become lost and burdened with regulations which were

originally designed to protect us from repeating research abuses of the past. We can easily forget that history and why the system of research protections in place today exists in the form that it does. In this session we will take a tour through the history of research, the foundations of the Belmont Report, and explore the ethical underpinning of our research ethics review systems. We will also explore contemporary research ethics issues. For those new to research, a good history lesson goes a long way to a greater understanding of why the research oversight process exists and how it came to be structured the way it is.
Speaker: James E Riddle
Room: Continental 9 **Certificate:** RL-IV, CTRA-E, IRAM-E,RI-II

M212: Data Here and There and Everywhere

Content Level: Intermediate **Track:** RE
Data concerns are at the heart of research whether it be how it's obtained, collected, stored, analyzed, shared, or destroyed. Data informs the outcome of what researchers worked to solve. These data points can be critical elements that are sensitive or harmful when not protected in certain environments or situations. Many regulations and ethical considerations have to be considered when planning, conducting, and storing research information. This information may need to be shared according to regulations, contracts, grant requirements, or publishing guidelines. As responsible research administrators, it is important to understand that research participants trust us with this information when enrolling in research or coming to our institutions for their education or healthcare. Sometimes these individuals are not even aware information is used for research. Protection of this data is of utmost importance, not only for institutional compliance, but to be ethical and considerate of those that are contributing to research.
Speaker: Tonya K. Edvalson (DF)
Room: Golden Gate 4-5

M213: NIH Grants Review Policy for Grants to Foreign Institutions, International Organizations, and Domestic Grants with Foreign Components

Content Level: Intermediate **Track:** SA
This session will review the NIH Grants Policy Statement Chapter 16 – Grants to Foreign Organizations, International Organizations, and Domestic Grants with Foreign Components and its requirements. This session will cover pre- and post award topics like application requirements, terms and conditions, payment process, post award management and closeout.
Speaker: Mollie Shea, Satadbi Raychowdhury
Room: Golden Gate 8 **Certificate:** NIH-II, RL-IV

M214: National Science Foundation -- Update

Content Level: Basic **Track:** SA
This session will cover new developments at NSF – programs, policies, people and budgets. NSF staff will provide a comprehensive review of what is new and developing at NSF. Learn about current and future NSF budgets, agency priorities, and involvement in electronic initiatives, including advances with proposal submission modernization and Research.gov. NSF staff will also discuss upcoming changes to the NSF Proposal and Award Policies and Procedures Guide (PAPPG).
Speaker: Samantha Hunter
Room: Continental 7-8 **Certificate:** RL-I, IRAM-E, RD-I



MONDAY

OCTOBER 21 | 3:00 PM—4:00 PM

M301: Make Your Own Grass Greener: Collaborative Activities between Offices of Research

Content Level: Intermediate **Track:** PD

This session will provide numerous examples of collaborative activities to support research development, as organized between academic offices of research in a particular geographical area. Representatives from four central and western New York universities will discuss their individual and combined efforts to organize and host multiple institutional activities that support, among other research-related efforts: institutional and faculty relationship building with funder, competitive application development, professional development for research administrators, and inter-institutional networking activities for faculty and research administrators. Participating panelists represent members of an informal but vibrant network of six graduate institutions, who are actively planning collaborative activities to enhance their individual and combined competitiveness in the sponsored research arena.

Speaker: Christina Leigh Docteur

Room: Imperial A **Certificate:** PRAM-II

M302: University Administration Support Program: New Research and Education Activities One Year Later

Content Level: Intermediate **Track:** PD

The University Administration Support Program in Research Management supports the development of international fellows from Africa and Eurasia in the United States. Eligible applicants must be employed by a participating institution, participate in a 6 week fellowship in the United States, and be in a position in the home institution to influence research related programs and practices. Host institutions must provide working space and be willing to participate in regular interactions with the fellow. The goals, structure and process of participating in the program, from the fellow and the host perspective will be described. An overview of potential activities during the fellowship will be detailed, as well as benefits to participating in the program. New research and educational activities at the fellow's institution will be presented as a case study example.

Speakers: Hryhoriy Dmytriv, Sara Myers

Room: Plaza B

M303: Getting an Award: It is More than Finding a Suitable Funding Opportunity

Content Level: Intermediate **Track:** SP

Finding a suitable Funding Opportunity Announcement (FOA) is the first major stepping-stone towards developing and expanding scientific research. Getting an award demands much more investment, including effective strategizing, which must involve team building, and thorough planning. Our experience demonstrates that deficiency in knowledge of funding resources, and lack of clarity in planning, are making grant-application process quite difficult, especially for the early-stage investigators. Research administration can play a vital role in securing and broadening institutional research, by assisting faculty members and scholars in multiple ways: In this session, we will discuss the details of these functions.

Speaker: Anindita Mukherjee, Dhanonjoy Saha

Room: Imperial B **Certificate:** PA-E, RD-E

M304: Framework for an Internal Grant Review Program

Content Level: Basic **Track:** MO

Obtaining NIH funding is difficult, especially for new and early stage investigators. Therefore, it is beneficial for applicants, as well as institutions, to have formal internal review programs. The Johns Hopkins Department of Neurology's Internal Grant Review Program (IGRP) assists applicants in submitting the best possible application to the NIH, and has improved department funding rates. This session will examine the program at Johns Hopkins, and its framework will be used as the model for others to implement in their division, department, or institution.

Speaker: Cherie Marvel, Heather Thomas

Room: Plaza A **Certificate:** PA-E

M305: Grants & Contracts Accounting for Pre-award Administrators

Content Level: Basic **Track:** FA

Post-award accounting begins with the proposal and contract negotiation stages of the award life cycle. Understanding aspects of pre-award and post-award builds a well-rounded research administrator. Join presenters to identify terms and conditions that have an impact on the post-award administration process. Describe how to prepare pre-award research administrators to identify circumstances that may have a financial implication. Know when to ask and who to ask even if they don't have the answer.

Speaker: Jennifer Camp, Jorge L. Vazquez

Room: Golden Gate 6-7 **Certificate:** FM-E, IRAM-I

M306: 2018-19 OIG Awardee Audit Highlights

Content Level: Advanced **Track:** FA

This session is a summary of recent audit findings from NSF, HHS, and other major federal agencies. The session will primarily focus on educational institution findings, but it is also important to know about some of the other major findings that have fiscal, criminal, and civil implications. We will talk about what led to these findings and how to prevent and manage the associated risk.

Speaker: Kris Rhodes (DF)

Room: Golden Gate 4-5 **Certificate:** PRAM-V

M307: Conducting Research Across Borders: Issues in Research Administration and Compliance

Content Level: Basic **Track:** RL

While there are challenges to oversight of intranational research collaborations, they pale in comparison to those faced when participating in international research collaborations - including but not limited to those arising from different cultural, regulatory, and institutional contexts. But, then, so do the opportunities. This session is designed to explore the various challenges that institutions face when conducting collaborative international research.

Speaker: John Baumann

Room: Continental 7-8 **Certificate:** RI-VI



MONDAY

OCTOBER 21 | 3:00 PM—4:00 PM

M308: SBIR/STTR: The Big Challenges with Small Businesses - A University Perspective

Content Level: Intermediate **Track:** RL

SBIR and STTR projects can provide valuable research and financial opportunities to the small business and the universities with whom they collaborate, but they but they also present a unique set of challenges. From Conflicts of Interest and Intellectual Property to Invoicing and Payment; these programs -which are designed to promote research-have a very real potential to hinder it. This session will highlight ways universities can address some of these challenges from the proposal phase through closeout and mitigate some of the risks they present. We will discuss the proposal process, the contract terms, flow down clauses, and various risk mitigation methods available.

Speaker: Timothy Gehret

Room: Franciscan D **Certificate:** RL-III, RL-I, IRAM-E

M309: Understanding Text Recycling, AKA "Self-Plagiarism": Findings from an NSF-Funded Study and Implications for RCR Training

Content Level: Basic **Track:** RE

Text recycling has become increasingly contentious over the past decade due to increased use of plagiarism detection software, marked variability in norms, and a lack of explicit guidelines. This talk begins with an overview of the ethical and practical challenges faced by authors, editors, and university administrators in relation to text recycling. In the second part, I presents findings to date from an NSF-funded, multi-institutional and interdisciplinary study of text recycling.

Speaker: Carey Moskowitz, Susanne E Hall

Room: Franciscan C **Certificate:** IRAM-E, RI-V, RD-E

M310: Keeping Up with ClinicalTrials.gov: A Systematic Approach in Maintaining Compliance

Content Level: Intermediate **Track:** RE

This session will discuss the most recent federal mandates, pertinent requirements of clinical trials disclosure and good practice. The presenters will share the approach that Rutgers, The State University of New Jersey, took to establish a robust, effective program for clinical trials registration and results reporting. Rutgers' Human Subjects Protection Program (HSPP) has adopted a proactive plan to identify key issues and facilitate investigator to stay compliant within ClinicalTrials.gov records through the HSPP's guidance, including a website and ongoing, customized trainings.

Speaker: Cheryl Forst, Niem-Tzu Chen

Room: Franciscan B **Certificate:** CTRA-E,NIH-II

M311: Leveraging Open Researcher and Contributor ID (ORCID) to Build Partnerships and Improve Research Evaluation

Content Level: Basic **Track:** RI

In this session we'll describe how the University of Rochester Libraries leveraged institutional interest in rankings, reputation management, and research evaluation to launch a successful Open Researcher and Contributor ID (ORCID) outreach project and integrate ORCID data into faculty annual reporting systems. We'll describe how we identified user gaps and needs, and how we made our initial pitch to campus leadership. We'll also discuss our approach to gathering stakeholder support, our iterative project design process, and our methods for leveraging targeted assessment to improve user experience—on both the faculty side and the research administration side. We'll also discuss the opportunities and challenges of working with ORCID data, and the methods we developed to enrich those data and provide better insight into research activities. By the time the conference is held, we will be in the third year of this project, and will be able to offer additional insight on how to effectively scale-up ORCID adoption and discuss how we are using ORCID data to support even more research support initiatives.

Speaker: Lauren Di Monte, Nathan Sarr

Room: Golden Gate 8 **Certificate:** RD-E

M312: The Nonprofit Funder - Research Institution Partnership (NFRI)

Content Level: Intermediate **Track:** SA

NFRI is a formal working group of representatives from nonprofit funders and research institutions that has come together to advance discussions on IP and technology transfer, reimbursement of operating costs, and streamlining administrative requirements. This session will provide a brief description of how the group was formed, its activities to-date, and its plans for moving the partnership forward.

Speaker: Cynthia Hope, Jackie Hausman

Room: Golden Gate 2

M313: National Research Service Award (NRSA) Training Grants: How to Complete the Budget Forms

Content Level: Intermediate **Track:** SA

This session will provide participants an overview of the Ruth L. Kirschstein National Research Service Awards (NRSA), types of NRSA awards and the importance of requesting total tuition and fees versus requesting an amount arrived at by applying the NIH formula or requesting the NIH cap amount.

Speaker: Debbie Pettitt

Room: Golden Gate 3 **Certificate:** IRAM-E, NIH-E



MONDAY

OCTOBER 21 | 4:30 PM—5:30 PM

M401: Use What You've Got to Get What You Want: Identifying Skill Sets for Career Advancement

Content Level: Basic **Track:** PD

Are you an administrator who is unsure about where to go next in your career? Do you feel as though you have no path forward in your profession? Well, research administration is a large, exciting field with a considerable number of career options. This session will help participants recognize the many skills developed as research administrators and provide ideas on how they can use the skills, expertise, and knowledge acquired in other capacities within the profession.

Speaker: Tammeka Banks, Christine McClure, Erin Menzies

Room: Imperial A

M402: Collaboration Between the Central Sponsored Programs Office and Department Contract and Grant Administrators

Content Level: Basic **Track:** SP

Effective interactions between the central Sponsored Programs office and department contract/grant administrators are essential as each plays a critical role in the research administration process at an institution. Both the central Sponsored Programs office and department staff, as well as researchers, have the same goal in mind – to receive funding in support of important research, education and public service projects. Recognizing this common goal and strengthening the collaborative relationship between the central Sponsored Programs office and department contract/grant administrators will not only make work more enjoyable for all involved, it will lead to more effective communications and, hopefully, adherence with University, campus and sponsor rules and regulations.

Speaker: Grace Liu, Kassie Obelleiro

Room: Plaza B **Certificate:** IRAM-E

M403: Best Practices with Foundations: Strategies for Humanities and Social Sciences

Content Level: Intermediate **Track:** SP

How do we work with private foundations to fund faculty research in the humanities and social sciences? How can you help faculty members access foundations, and how do you know which projects will be a good fit? How can you maintain a strong relationship between the funder and your institution? Maureen Thompson-Siegel and Kelly Freidenfelds will share insights and best practices to guide your work with private foundations, particularly in the humanities and social sciences.

Speaker: Kelly Freidenfelds, Maureen Thompson-Siegel

Room: Continental 9 **Certificate:** PRAM-III, IRAM-E, RD-E

M404: Is Your Research Support Office Ready For The Future?

Content Level: Advanced **Track:** MO

The role of universities and research in the world is changing. Universities will have to be much more open to society in general and industry in particular and consequently, researchers will need to work in different ways with industry, stakeholders and funders. Especially on the funding side we will see new types of projects and funding mechanisms and new forms of research delivery. In this new context, the role of the RSO will change. New technology/artificial intelligence/office robotics will automate and digitize many of the standard procedures we see today. The staff left in those offices will change from being reactive service providers to pro-active advisers.

Speaker: Ian Carter (DF), John Westensee (DF)

Room: Franciscan B **Certificate:** LD-II, PRAM-III

M405: Making New Stars Shine: Effective Onboarding and Training of New Employees

Content Level: Intermediate **Track:** PD

The cost of replacing employees can be expensive, not to mention the stress that being short-staffed brings to an organization's existing staff. It is not only important for an organization to retain its talented employees, it is also essential for an organization to train and keep its new hires to reduce turnover. Recruitment is an investment and therefore, effective onboarding and training of new employees is vital to an organization's success. In this session, the presenters will discuss the onboarding process of new hires at the central research administration level of two University of California campuses, UC Berkeley and UCLA.

Speaker: Jim Fong, Angela Ford, Joyce So

Room: Continental 7-8 **Certificate:** LD-E, PRAM-II

M406: Indirect Cost Rates —A Non-Profit Perspective

Content Level: Basic **Track:** FA

Almost every research institution must engage in the process of negotiating federal indirect rates. Non-profits face unique challenges under the Uniform Guidance in preparing, submitting and negotiating indirect rates. As we go through this process, many of us often wonder if we have done everything we can do within the constraints of federal regulations in order to maximize our institution's negotiated indirect rate and resulting indirect cost recovery. In this session, we will discuss strategies that may be employed to maximize indirect cost recovery, both in the preparation of your indirect rate proposal as well as during the subsequent rate negotiation and budgeting of indirect costs on grants and contracts. Participants will be encouraged to share their experiences concerning the indirect rate process.

Speaker: Alex Weekes

Room: Franciscan C **Certificate:** FM-I, IRAM-E

M407: Managing Salaries and Wages Charged to Sponsored Programs

Content Level: Basic **Track:** FA

One of the most frequent questions PI's ask Research Administrators is, "How much do I have left to spend on my grant?" Since salaries and wages represent more than 80% of expenditures on grant awards, reserving funds for salary commitments is the #1 item that must be addressed in order to correctly answer that question. Labor scheduling also drives: spending against budget, meeting salary cap requirements, effort reporting, cost share, salary encumbrances, and monthly reconciliation. Ready for some help? Come to this session and learn how to manage labor charges on grants like a pro and keep your institution, faculty, sponsors, and auditors happy.

Speaker: Angela Behrend

Room: Plaza A **Certificate:** FM-E

M408: Research Misconduct: A Year in Review

Content Level: Advanced **Track:** RL

This session will review the most significant developments in research misconduct over the past year including significant legal cases (qui tam actions, civil cases, criminal cases). It will also review ORI and NSF misconduct findings and trends noted, and significant journal retractions or corrections.

Speaker: Debbie Parrish

Room: Golden Gate 6-7 **Certificate:** RL-IV, PRAM-V, IRAM-III, RI-I, RL-I



MONDAY

OCTOBER 21 | 4:30 PM—5:30 PM

M409: Confidentiality Agreements - The Basics

Content Level: Basic **Track:** RL

Confidentiality Agreements are often the first step in establishing a relationship with a pharmaceutical or biotech company for a research project. The company wants to ensure that any confidential or proprietary information that it discloses to an academic institution is kept confidential. It is critical that academic institutions understand the intent of the confidentiality agreement and negotiate terms that are clear, not overly broad and reasonable. This session will introduce basic information about negotiating confidentiality agreements, including what terms are appropriate and why, as well as instruction on how to effectively negotiate revisions in an efficient and professional manner.

Speaker: Karen Mullin

Room: Golden Gate 2 **Certificate:** IRAM-II, RL-IV, CTRA-E, RL-I

M410: Addressing Concerns Regarding Foreign Influence on US Research: A Look at an Emerging Critical Issue

Content Level: Intermediate **Track:** RL

Institutions who never or seldom veer off the path of fundamental research are now being confronted with how to respond to inquiries from US agencies about foreign influence on US research. NIH revealed last summer that it was investigating twelve cases where NIH funded researchers had failed to disclose ties with foreign countries and what that influence might have for US funded research. Several institutions have received letters from NIH asking why those relationships were not disclosed. Recently it was disclosed that NSF was seeking guidance on addressing growing concerns that US developed intellectual property was being stolen or exploited by foreign countries. DoE has announced that it will be announcing guidance on defending against this threat which may include a policy that disqualifies researchers with those ties from receiving DoE funding.

Speaker: Patrick Schlesinger

Room: Golden Gate 4-5 **Certificate:** PRAM-V

M411: Export Controls and Sanctions Compliance for Higher Education and Scientific Institutions

Content Level: Intermediate **Track:** RE

This session provides an overview of the fundamentals of export controls and sanctions for higher education and scientific institutions - from what export controls and sanctions are, to the mechanics of export controls and sanctions and how they come into play in the University community. Common challenges such as how to handle contracts with export controls and sanctions clauses to how to preserve the fundamental research exclusion will be discussed. Additionally, this session moves beyond the basics and provides instruction on how to prepare and obtain licenses from the Bureau of Industry and Security (BIS) and Office of Foreign Assets Control (OFAC).

Speaker: Michelle Perrin-Steinberg

Room: Franciscan D **Certificate:** RL-IV, IRAM-E

M412: Part 1: Foundations of IACUC and Animal Activities in Research Administration

Content Level: Basic **Track:** RE

Poor communication between the Institutional Animal Care and Use Committee (IACUC) and members of sponsored programs, grants and contracts offices, and research administrative staff, can lead to missteps in adherence to regulations. In addition, when the responsibilities and scope of the IACUC are not well explained, known, or understood, the

interpretation of necessary compliance holds can sound more like "Hi, my name is IACUC and I'll be holding up your grant award today". IACUCs have defined regulatory requirements to which they are beholden and the administrative offices that support them must uphold the requirements. These federal and state regulations affect pre- and post-award activities, subcontracts, and other facets of research administration. Research Administrators are often caught in the middle of these "compliance holds". In this first section of a two part session (refer to "Part 2: IACUC and Research Administration: why and when our paths cross and how to improve the journey"), the University of Michigan's IACUC Office will provide the foundations of IACUCs and how IACUCs and animal activities overlap with Research Administration (ors).

Speaker: Lauren Danridge

Room: Golden Gate 8 **Certificate:** IRAM-E, : NIH-III, RI-II

M413: Using Data to Support Decision Making in Research Administration

Content Level: Basic **Track:** RI

This session will explore ways to use administrative data along with other data sources to answer questions that research administrators are often faced. Panelists come from diverse fields and have experience working in various capacities. There will be discussion of which data sources are available publicly, how to evaluate the best data source to understand a question and which metrics provide insight into what questions.

Speaker: Ann Gabriel, Emily Rader, Hansa Magee

Room: Imperial B **Certificate:** LD-III, RD-E

M415: My Friend NOAA: Quick Introduction

Content Level: Basic **Track:** SA

A sometimes difficult to understand sponsor, who deserves a greater understanding by the research administration community. This session will cover National Oceanic and Atmospheric Administration (NOAA) as an organization, and provide helpful tips and tricks in proposal preparation and submission.

Speaker: Amber Hardle, Angela Cocchiarella

Room: Golden Gate 3 **Certificate:** RD-I



**TUESDAY
OCTOBER 22**

8:00 am—5:30 pm

Registration Open
Golden Gate Promenade

8:00 am - 8:45 am

Coffee Talks

8:30 am - 4:30 pm

Exhibit Hall Open with Refreshments

9:00 am - 10:00 am

Concurrent Sessions

10:00 am - 10:30 am

Break in the Exhibit Hall

10:30 am - 11:30 am

Concurrent Sessions

11:30 am - 1:30 pm

Lunch in the Exhibit Hall

Continental Ballroom

12:30 pm—1:30 pm

Symposium Poster Presentations

1:30 pm - 2:30 pm

Concurrent Sessions

2:30 pm - 3:00 pm

Break in the Exhibit Hall

3:00 pm - 4:00 pm

Concurrent Sessions

4:00 pm - 4:30 pm

Break in the Exhibit Hall

4:30 pm - 5:30 pm

Concurrent Sessions

5:30 pm - 6:30 pm

Section Membership Business Meetings (*all welcome*)

CONCURRENT SESSIONS

9:00 am—10:00 am

T101: Transitioning from Functional Expert (Doing) to Leader (Overseeing Staff)

T102: Bringing the Budget into Focus with Proactive Planning

T103: Sponsored Programs and Research Outreach at Primarily Undergraduate Institutions to Support Faculty Success: Best Practices and Lessons Learned

T104: Pre-Award Decisions that Impact Post Award

T105: Research Operations Outside of the Central Office

T106: Best Practices for Contracts and Grants Administration Working with Departmental Administration

T107: Understanding the Term "Source Documentation", AKA The Root of Solidifying Internal Controls

T108: Intricacies in International Subcontracting

T109: Confidentiality Agreements - Beyond the Basics

T110: Confronting Conflicts: Identifying and Managing Conflicts of Interest in Research

T111: Research Misconduct: A Global Concern

T112: Knowledge Exchange, Economic Development, Societal Impact: Can They be Reasonably Measured?

T113: Ensuring Research Evaluation is Meaningful, Responsible and Effective: Introducing the Work of the INORMS Research Evaluation Working Group

T114: A Primer on Preparing Proposals for NSF

10:30 am—11:30 am

T201: The Contemporary Clinical Research Coordinator Career Path: An Evolution of Professional Development

T202: The Virtuosity of Delegation: Whose Task is It?

T203: Using Metrics to Assess Staff Workload and Build a Career Ladder to Support Staff Success

T204: Resolving Mysteries as a Research Administrator

T205: Diving Into System Implementation While Still Keeping Your Sponsored Project Operations Afloat

T206: Developing Large-Scale, Collaborative Grants

T207: Service Centers: Best Practices to Ensure Compliance and Effectively Monitor Activity

T208: Complex International Budgeting and Accounting Including Subawards and Home Office Overseas: USAID Based Project Example

T209: Medicare, Clinical Trials and You

T210: Patents and IP Protection: Why They Matter to Us

T211: Export Control Basics for Research Administrators

T212: Part 2: IACUC and Research Administration - Why and When Our Paths Cross and How to Improve the Journey

T213: Enhancing and Amplifying Research at NC State University through Open Researcher and Contributor ID (ORCID): A Case Study

T214: Houston, This National Institutes of Health (NIH) Grant Is in Trouble



**TUESDAY
OCTOBER 22**

T215: Negotiating Foundation and Non-Profit Awards: Not So Easy Anymore!

1:30 pm—2:30 pm

T301: How to Overcome Your Fears and Use Storytelling Techniques to Gain Confidence and Institutional Buy-in.

T302: Gender and Diversity Issues in Research Management

T303: Implementing a Strategic Plan to Accelerate Outcomes: An Organization Case-Study

T304: Finding and Applying to Funding Opportunities For and With For-Profit Industry Entities

T305: Turning Over Every Rock - Strategic Approach to Secure Research Funding

T306: Behind the Curtain of Research Compliance: A Backstage Look at the Oversight and Management of Regulatory Requirements and Safety Expectations

T307: Building Research Administrative Efficiency and Success Using "Lean" Business Best Practices

T308: When to Stop, When to Go: Purchasing and Making Effective Decisions

T309: Challenges of Managing Grants in Developing Countries

T310: Senior Topics in Export Controls Compliance

T311: Always Use Protection: Play Your Role!

T312: Facilitating Global Conduits for Industry/Institutional Clinical Trials

T313: How Much Does That Cost? Costing Considerations for Single IRB (sIRB) Review

T314: With Increased Appropriations to NIH and NIA, How Can I Play a Role in the Expanding Landscape of Alzheimer's Disease & Related Dementias Research?

T315: National Science Foundation's Research.gov Modernization

3:00 pm—4:00 pm

T401: Customer Service in Research Administration

T402: Institutional Training in Research Administration to Empower Young Professionals

T403: Consultants, Editors and Lobbyists, Oh My! Utilizing Outside Experts and Faculty Incentives in Proposal Development

T404: Addressing Proposal Pitfalls - Department & Central Perspectives

T405: Closing the Gap between Pre and Post Award Offices

T406: Speaking Effectively to a PI Even When You are Married to One

T407: Essentials of Incoming Investigator Transfer

T408: Succession Planning: The Who, What, When, Where, Why and How

T409: Allocability Among Multiple Projects: Strategies and Methods for the Departmental Administrator

T410: Death by Committee and Other Research Admin Hazards

T411: Big Data in Research

T412: Software-Induced Burden: When All You Can Say is "My Software Made Me Do It!"

T413: NIH Change of Recipient Institution

T414: Making Grants Happen at the Bill and Melinda Gates Foundation

4:30 pm—5:30 pm

T501: Research Administrators are People Too! Creating and Maintaining Quality of Life in the Workplace

T502: Stuck in a Rut: Disrupting Implicit Bias within Academic Research Processes and Structures

T503: 50 Years in Research Administration: What Have I Learned? What Can You Learn?

T504: Building Research Capacity for Reluctant, Inexperienced, Inactive or Discouraged Investigators

T505: Achieve High Level Service to Faculty and Increased Compliance through a Shared Service Organization

CANCELLED: T506: Applying Performance Management in a Research Institution in a Developing Country

T507: Risk and Crisis Management Planning: From Shutdowns to Shooters

T508: Indirect Cost Rates – A Hospital Perspective

T509: Invoicing as Audit Preparation

T510: Demystifying General Data Protection Regulation (GDPR) - Requirements for Research Institutions

T511: Developing a Comprehensive Research Ethics Training Program

T512: Sharpening Research Compliance: Heightened Awareness with a Self-Guided Risk-Assessment

T513: Knowledge Mobilization: Developing an Institutional Strategy that Works for You

T514: The Fundamentals of Non-Federal Sponsored Research: The Good, the Bad, and the Ugly



TUESDAY

OCTOBER 22 | 9:00 AM—10:00 AM

8:00 am - 8:45 am

NEW Coffee Talks

The Coffee Talks are informal networking and learning gathering facilitated by SRAI Exhibitors and Leadership to bring research administrators together around topics of interest. Join an SRAI Coffee Talk to hear best practices and exchange ideas with your peers.

Meet the SRAI President

Continental 7



The Value of Research Administrator Certification-What it can mean to you?

Golden Gate 2



Challenges of Enforcing Internal Deadlines

Golden Gate 4-5



Plan S, NIH and Open Access impacts on the Research landscape

Golden Gate 6-7



Federal Funding for Research, Regulations, and Oversight + Developments re: Foreign Influence in Research

Golden Gate 8



Purchasing Software in an Institutional Environment

Golden Gate 3



WEBINARS

srainternational.org/learn/webinars

- 2 new Webinars a month
- 1 education credit/contact hour
- 365 days to view a Webinar
- over 80 Webinars on-demand



TUESDAY

OCTOBER 22

SAVE THE DATE

SRA INTERNATIONAL ANNUAL MEETING
BOSTON 2020

OCTOBER 17-21, 2020
SHERATON BOSTON HOTEL



SRAANNUALMEETING.ORG/2020



TUESDAY

OCTOBER 22 | 9:00 AM—10:00 AM

T101: Transitioning from Functional Expert (Doing) to Leader (Overseeing Staff)

Content Level: Intermediate **Track:** PD
Congratulations, you have been promoted! You are now responsible for developing the strategy and overseeing staff to meet operational and fiscal goals. How do you transition from being a functional expert, responsible for one part of research administration activity, into a generalist overseeing multiple parts of the research administration enterprise? Are you being asked to discontinue activities for which you are an expert and/or engage in duties that are new?

Speaker: Kortnay Woods
Room: Imperial A **Certificate:** PRAM-I

T102: Bringing the Budget into Focus with Proactive Planning

Content Level: Basic **Track:** SP
Often times as research administrators we are approached by project directors at the eleventh hour to magically develop a budget when the planning and narrative are well underway. The budget should not be an afterthought but a driver to the planning process. Getting an invitation to early planning sessions provides invaluable insight into the project objectives and results in compliant budgets and higher quality proposals. It also helps project directors avoid the pitfall of over promising objectives and deliverables which may not be realistically supported within meager budget constraints. Having a place at the planning table allows research administrators to share their expertise in a proactive way and to ask questions to help faculty properly resource their projects. Building these relationships also leads to a culture of collaboration rather than perception of research administrators as obstacles or gatekeepers.

Speaker: Tamara Hatch
Room: Golden Gate 4-5 **Certificate:** IRAM-E

T103: Sponsored Programs and Research Outreach at Primarily Undergraduate Institutions to Support Faculty Success: Best Practices and Lessons Learned

Content Level: Basic **Track:** SP
Junior faculty often come to the institution with passion for their discipline/areas of interest but have varying degrees of exposure to research while senior or tenured faculty find themselves fighting to be competitive within the context of changing federal regulations and diverse learning platforms. Increasingly, the Research Administration and Sponsored Programs office has become a resource to assist faculty and foster success with grants and research. This presentation will offer perspective of outreach successes and failures from both a grants and IRB perspective and identify specific mechanisms for engaging faculty and promoting the mission of teaching institutions.

Speaker: Mary Mader, Megan Williams
Room: Continental 7 **Certificate:** RD-II

T104: Pre-Award Decisions that Impact Post Award

Content Level: Intermediate **Track:** SP
This session will provide participants a deep dive into the key decisions of pre-award that impact post award. The session will focus on the importance of defining allowability, allocability, and reasonableness at the budget development stage. It will also focus on the importance of award setup and the interface between pre and post award that impact the institution and individual awards.

Speaker: Marcos Garza, Trudy Riley (DF)
Room: Imperial B **Certificate:** IRAM-E, RAM-II, PA-R

T105: Research Operations Outside of the Central Office

Content Level: Intermediate **Track:** MO
The Departmental research office is unique from the multiple central offices in research administration in that it is the operational and compliance hub for the Principal Investigators (PIs). Research operations requires one to "know the environment" and have unique perspectives regarding how best to provide essential services but also implement improvements to assure a rich and thorough research environment for the ultimate customer the PIs, in administering research. When the PIs can work in an environment with ideal research support the entire system of research benefits. This session is about amassing departmentally centralized research resources and the steps an improved, if not ideal, research operations. The approach is simple – 1. Identify the services and resources needed – we will review a long list of research resources for the PIs and how to centralize (departmentally) 2. Refine staffing and processes involving those resources, and 3. Methods and tools to effectively communicate and interface with PIs/faculty

Speaker: Amy Sikalis (DF)
Room: Plaza B

T106: Best Practices for Contracts and Grants Administration Working with Departmental Administration

Content Level: Basic **Track:** MO
There is a definite need to reinforce research administration through both organizational and human resource development. Human Resource Development (HRD) is the applied processes used to improve workplace performance and individual learning in organizations with a systems focus. Human resource development is a central function in virtually any type of organization, including for-profit and non-profit organizations as well as public and educational institutions. This session will aim to assist administrators from the departmental level as well as the central office level in operating as a team instead of opposing contenders. It will also utilize case studies and activities to provide an understanding of institutional success and failure.

Speaker: Anthony Edmondson
Room: Plaza A **Certificate:** IRAM-E

T107: Understanding the Term "Source Documentation", AKA The Root of Solidifying Internal Controls

Content Level: Basic **Track:** FA
The world of research administration is constantly evolving and technology plays an important role in the evolution. The fairly recent audit approach called "Data Analytics" requires we take a deeper dive into our internal policies, procedures, processes, controls and systems of record to establish what is adequate "source documentation" for the various transactions we review and approve. Does your signature constitute your confirmation that your institution has adequate internal controls in place? Where have we come from, and where are we headed? This session will look at the importance of establishing, implementing and assessing your internal controls as they relate to the transactional level detail and philosophical approaches to meeting the reasonableness, allowability and allocability tests, as well as research administration as a whole. Internal controls, who is in control and what are the ramifications for lack of control? Come explore these issues with us!

Speaker: Denise Clark, Ann Holmes
Room: Golden Gate 2 **Certificate:** IRAM-IV, FM-II



TUESDAY

OCTOBER 22 | 9:00 AM—10:00 AM

T108: Intricacies in International Subcontracting

Content Level: Intermediate **Track:** FA
As the work of the research administrator has become more global, so has the challenges facing them in the realm of international collaborations. In particular, working with entities in developing nations can present unusual situations that stretch one's problem solving skills in new and creative directions. This session will present real-life situations and problems that were presented to research administrators, coupled with a discussion of practical solutions.

Speaker: Maryellen O'Brien, John Sites
Room: Continental 8 **Certificate:** FM-E

T109: Confidentiality Agreements - Beyond the Basics

Content Level: Advanced **Track:** RL
The speakers will discuss (1) terms such as "required by law" and the implications for open records/FOIA statutes and discovery, (2) implications of injunctive relief, requirements for bond and ex-parte proceedings, (3) issues involving who signs - individual vs. institution, (4) governing law and jurisdiction, and (5) why it matters what type of information is being protected and included within the definition of the confidential information being shared.

Speaker: David King (DF), Karen Mullin
Room: Franciscan C **Certificate:** RL-III

T110: Confronting Conflicts: Identifying and Managing Conflicts of Interest in Research

Content Level: Basic **Track:** RE
The emergence of new and more intense conflicts of interest and commitment are a direct consequence of the entrepreneur university or hospital. Offices of research administration and compliance are left with the responsibility of identifying and managing them. In this session, panelists will identify and discuss strategies for fulfilling these responsibilities.

Speaker: John Baumann
Room: Franciscan B **Certificate:** RI-IV

T111: Research Misconduct: A Global Concern

Content Level: Intermediate **Track:** RE
Research integrity and compliance issues are rarely simply a matter of right vs. wrong. Often there are subtleties of dubious practices that can mar a scientific project, a career, and an institution. Factor in global collaborators with different policies, guidelines, expectations, and/or accepted practices, and the situation becomes even more complicated and difficult to mitigate. This session will look at case studies that involve multiple collaborators across the world to see how differences in research integrity perspectives influenced investigational procedures and outcomes.

Speaker: Debra Schaller-Demers (DF)
Room: Franciscan D **Certificate:** PRAM-V, RI-I

T112: Knowledge Exchange, Economic Development, Societal Impact: Can They be Reasonably Measured?

Content Level: Intermediate **Track:** RI
Research organizations are increasingly expected to contribute to societal benefit from their research. This can take place in myriad ways, through multiple pathways and over long timescales of gestation and diffusion. Is it possible for research organisations to measure, practically, the socio-economic effects of their research? What are the

realistic ways that an individual organisation might go about this? This session will draw on the experience of UK and Australian national assessments and explore the problem of measuring knowledge exchange. The session will provide some suggestions about what to do and what not to do.

Speaker: Mark Hochman (DF), Ian Carter (DF)
Room: Golden Gate 6-7 **Certificate:** PRAM-IV

T113: Ensuring Research Evaluation is Meaningful, Responsible and Effective: Introducing the Work of the INORMS Research Evaluation Working Group

Content Level: Advanced **Track:** RI
Research organizations are increasingly reliant on evaluating the quality and impact of their research activities to attract investment and justify research spending. The INORMS Research Evaluation Working Group is an international team collaborating to developing resources that can be used to support best practice in the evaluation of research. The session will address areas senior managers should consider during the evaluation process and provide tools to help assist in this process.

Speaker: Elizabeth Gadd, Baron Wolf
Room: Golden Gate 8 **Certificate:** PRAM-III

T114: A Primer on Preparing Proposals for NSF

Content Level: Basic **Track:** SA
Designed specifically for research administrators, this session will cover the policies and procedures you need to be aware of when preparing a proposal for submission to NSF. This includes knowing how to navigate the various types of funding opportunities that NSF uses to receive proposals as well as the types of proposals that you may submit – they're not all the same and don't have the same requirements. You'll also learn about the policies and procedures behind all of the required components of an NSF proposal.

Speaker: Samantha Hunter
Room: Golden Gate 3 **Certificate:** IRAM-E, PA-E, RD-I



TUESDAY

OCTOBER 22 | 10:30 AM—11:30 AM

T201: The Contemporary Clinical Research Coordinator Career Path: An Evolution of Professional Development

Content Level: Intermediate **Track:** PD

This session will provide an in-depth perspective of training and educational approaches for Clinical Research Coordinators (CRC) which advance their future professional growth and leadership potential in research administration and management. In response to the changing landscape of clinical research and increasing complexity of trials, the role of the CRC has advanced to include more specialized functions. Given these trends, the core competencies of the profession have advanced such that the spectrum of research activities managed by CRCs has necessitated a broad range of technical, managerial, ethical and regulatory expertise. The significance of innovative training is critical to providing CRCs the skills and knowledge to responsibly conduct clinical research. Training and continuing education for CRCs must proceed to advance in response to supporting professional growth, workforce and career development and their future as research administrators.

Speaker: Philip Cola (DF), Madeleine Williams

Room: Golden Gate 2

T202: The Virtuosity of Delegation: Whose Task Is It?

Content Level: Basic **Track:** PD

Have you ever caught yourself saying one of the following when considering delegating a task? "It will be faster if I do it myself." "I'm not sure this will get done correctly if I don't do it myself." "I really like doing this, so I'll do it myself." "I don't like to ask." If so, THIS session is for you. Participants will learn more about why, what, when and to whom to delegate.

Speaker: Sheila McMillan

Room: Plaza A

T203: Using Metrics to Assess Staff Workload and Build a Career Ladder to Support Staff Success

Content Level: Advanced **Track:** SP

Hiring and retaining research administrators is an increasing challenge in today's environment. Frustrated with rapid turnover of staff and struggles to hire qualified staff resulted in a cooperative initiative by research administration Directors at Penn State to resolve these problems. Through the organization of metrics and a multi-college coalition building approach they built a career ladder that supports employee development and success, while improving retention of staff.

Speaker: Maryellen OBrien

Room: Imperial A

T204: Resolving Mysteries as a Research Administrator

Content Level: Intermediate **Track:** SP

Aren't there a myriad of issues that come up in your daily life as a Research Administrator? Let's discuss some interesting cases (Cost Share Shenanigans, Email Black Holes, the Kidnapped Collaborator, etc.), how they were handled, lessons learned, and look at some overall root causes of recurring problems. Bring your own forensic or X-File story to share! We hope to have some fun, provide food for thought, and have you leave with some new tools or ideas in solving and preventing sponsored projects problems.

Speaker: Gloria Greene, M Fran Stephens (DF), Gina Hedberg

Room: Imperial B **Certificate:** IRAM-E

T205: Diving into System Implementation While Still Keeping Your Sponsored Project Operations Afloat

Content Level: Intermediate **Track:** MO

We will navigate the ever-changing landscape of research administration and the technological advances that impact our operations. Part of the reality includes system upgrades and implementation of new software, which impacts daily operations, business processes, workload and turnaround time, all of which need to be addressed and planned for proactively. We will identify challenges and pitfalls of system implementation in order to develop a wholesome implementation plan, and evaluate the impact on existing business processes in order to effectively communicate challenges to leadership and customers alike.

Speaker: Javeria Kazi

Room: Plaza B

Certificate: PRAM-II

T206: Developing Large-Scale, Collaborative Grants

Content Level: Intermediate **Track:** MO

Large-Scale, Collaborative applications are beasts! In this session, we will discuss strategies to identify the team and will use decision design thinking to creatively solve the challenges that arise when teams get together. Team science is the "new" normal - you will leave this session with an understanding of your role on the team and have skills to develop improved teams.

Speaker: Julie Benson

Room: Franciscan B

Certificate: PRAM-III, IRAM-E, RD-III

T207: Service Centers: Best Practices to Ensure Compliance and Effectively Monitor Activity

Content Level: Intermediate **Track:** FM

This Service Center session will cover examples of structured service center administrative and compliance programs. The session will begin with the importance of creating such a program and associated compliance related issues. The key components of a program will then be identified. General discussions will be based upon the topics of Service Center policies and procedures. Roles and responsibilities will be covered for all related parties. Ownership of the program and decision making authority will be discussed in an effort to cover all key components of a Service Center administrative and compliance program.

Speaker: Robert Cohen, Karen Renaud, Suzanne Locke

Room: Franciscan D

Certificate: FM-E



TUESDAY

OCTOBER 22 | 10:30 AM—11:30 AM

T208: Complex International Budgeting and Accounting Including Subawards and Home Office Overseas: USAID Based Project Example

Content Level: Intermediate **Track:** FM

This session focuses on international sponsored program collaboration, primarily during the planning and budgeting phases which later impact post-award management. Various challenges associated with pre- and post-award administration are presented that are unique to an international collaboration. Presenters will provide insight into federal requirements and collaborators' needs based on a simulated United States Agency for International Development (USAID) project. Some of the costs discussed are key personnel allowances, insurance, travel, subawards, consultants, and in-country (overseas) offices.

Speaker: Diane Cox, Julia Miszkiewicz

Room: Continental 9

Certificate: FM-E

T209: Medicare, Clinical Trials and You

Content Level: Basic **Track:** RL

The session will provide an overview and the intent of the Medicare/Medicaid programs and the principles of coverage and how it can impact research. It will also address the rules and regulations surrounding non-compliance. Additionally, it will address Medicare's clinical trial policy and the challenges/opportunities it encompasses with coverage and payment for clinical trials. The session will also address Medicare's secondary payor rule as it relates to coverage and payment for subject injury (Sponsor obligations under section 111 of the Medicare, Medicaid, and SCHIP Extension Act of 2007 "MMSEA") and ClinicalTrials.gov.

Speaker: Lisa Pitler

Room: Continental 7

Certificate: CTRA-E

T210: Patents and IP Protection: Why They Matter to Us

Content Level: Intermediate **Track:** RL

NIH will spend \$37 billion this year on research and development and Congress is looking for a return on investment. Innovation and new company development are engines for economic growth. Patents are a fundamental part of innovation and the commercialization of new technologies. Bayh Dole and other relevant treaties and legislation will be reviewed within an overview of the patent prosecution process. Technology development and commercialization will provide the context for this overview as patents and IP affect how research outcomes are made available to the public.

Speaker: David King (DF), Debbie Parrish

Room: Franciscan C

Certificate: PRAM-IV, RL-II

T211: Export Control Basics for Research Administrators

Content Level: Basic **Track:** RL

This presentation will discuss what export controls are, why they are important, which federal agencies have authority over them, what activities are export controlled, how Universities can protect themselves, and when to escalate a situation to your export control officer. We will give details on what to look for in research that could be problematic and triggers for export control regulations in contracts and agreements.

Speaker: Alaisha Hellman, Jessica Trask

Room: Golden Gate 4-5

Certificate: IRAM-II

T212: Part 2: IACUC and Research Administration - Why and When Our Paths Cross and How to Improve the Journey

Content Level: Basic **Track:** RE

Ever wonder why the IACUC holds up an award release? Curious about why an IACUC protocol is needed and how it affects a subcontract? Frustrated by grant congruencies? Unsure what an MOU is and why they are needed? Poor communication between the Institutional Animal Care and Use Committee (IACUC) and members of sponsored programs, grants and contracts offices, and research administrative staff, can lead to missteps in adherence to regulations. In addition, when the responsibilities and scope of the IACUC are not well explained, known, or understood, the interpretation of necessary compliance holds can sound more like "Hi, my name is IACUC and I'll be holding up your grant award today".

Speaker: Lauren Danridge

Room: Continental 8

Certificate: IRAM-E, NIH-III, RI-II

T213: Enhancing and Amplifying Research at NC State University through Open Researcher and Contributor ID (ORCID): A Case Study

Content Level: Basic **Track:** RI

In late 2018 the Libraries and the Office of Research & Innovation at NC State University partnered to leverage an Open Researcher and Contributor ID (ORCID) institutional membership for the campus. ORCID provides free persistent digital identifiers, through which they can track grant submissions and publishable works, and with an institutional membership, universities such as NC State are able to track and integrate ORCID data into other systems such as faculty reporting systems and electronic research administration systems.

Speaker: Jason Ronallo, Mira Walker

Room: Golden Gate 8

T214: Houston, This National Institute of Health (NIH) Grant Is in Trouble

Content Level: Intermediate **Track:** SA

Can you identify the telltale signs of a grant with problems? What do you do when you see them? Reprising a popular 2018 session, National Institute of Health (NIH) staff are back with new case studies in this interactive session that both illustrates warning signs with research grants in trouble and suggests solutions to correct -or at least mitigate- problems as early as possible. The two presenters will describe 10-12 case studies. By using an interactive style of presentation, rather than the presenters just "giving" opinions, the knowledge and experience of the audience will be used to further flesh out and react to the situations as the presenters guide the audience to possible solutions.

Speaker: Rebecca Claycamp (DF), Deanna Ingersoll

Room: Golden Gate 6-7

Certificate: IRAM-E, NIH-E

T215: Negotiating Foundation and Non-Profit Awards: Not So Easy Anymore!

Content Level: Intermediate **Track:** SA

This session will highlight and discuss troublesome terms that are seen in awards/agreements from foundations and other non-profit sponsors as well as present strategies for negotiation. Issues for discussion will include royalty/revenue sharing, commercialization policies, intellectual property, and data rights.

Speaker: Thomas Burns

Room: Golden Gate 3

Certificate: IRAM-E



TUESDAY

OCTOBER 22 | 1:30 PM—2:30 PM

T301: How to Overcome Your Fears and Use Storytelling Techniques to Gain Confidence and Institutional Buy-in !

Content Level: Intermediate **Track:** PD

Overcoming fear is a universal skill that can help individuals gain confidence. This session will discuss techniques for recognizing and dealing with the “fear response”. Presenters will discuss how they have overcome fear and used storytelling techniques to persuade and gain buyin for strategic initiatives.

Speaker: Anita Mills, Sikirat Tijani

Room: Franciscan C

T302: Gender and Diversity Issues in Research Management

Content Level: Basic **Track:** PD

Join us for an up close and personal panel discussion about issues we face achieving success in research management. Does gender matter? Does age matter? Does ethnicity matter? Does sexual orientation matter? Lastly, does institutional culture matter? Which of these matters most and how do they impact success? Whether the ceiling is glass or concrete, can it be broken? The discussion will be informative and interactive, as we share our stories and explore the barriers to success together.

Speaker: Kathryn Watkins (DF), Gloria Greene, Annedorte Vad, Devin Kreuger, Tolise Dailey, Maureen Thompson-Siegel

Room: Plaza A **Certificate:** LD-V

T303: Implementing A Strategic Plan To Accelerate Outcomes: An Organization Case-Study

Content Level: Intermediate **Track:** SP

Your organization has undertaken a strategic planning process that allows the team to rethink how it conducts its business. Out of that process, an actionable 5-year roadmap has been put into place with limited time to show a meaningful impact on the field. How can research managers and administrators influence and participate in this plan, ensure its effective implementation, and ongoing monitoring?

Speaker: Jennifer Mielnicki Lewis, Doug Kearney

Room: Franciscan B **Certificate:** RD-IV

T304: Finding and Applying to Funding Opportunities For and With For-Profit Industry Entities

Content Level: Intermediate **Track:** SP

The session will focus on grant proposal/project development for non-clinical industry sponsored research. We will focus on understanding the solicitation, common elements of teaming agreements, and the applicable regulations. We will also discuss the funding opportunities in For-Profit research. This will include federal opportunities that commercial researchers can pursue and partnerships with Universities (SBIR/STTR). The participants will walk away with an understanding of the process and opportunities in pursuing commercial research.

Speaker: Alex Delavan, Marcos Garza

Room: Continental 9 **Certificate:** IRAM-E

T305: Turning Over Every Rock - Strategic Approach To Secure Research Funding

Content Level: Intermediate **Track:** SP

For this session, we will explore strategies to grow and strengthen the research enterprise. The discussion topics include how to obtain more funding from federal and non-federal sponsors, how to establish support structures for junior faculty in securing funding, and how to

leverage resources to aid in the grant writing process. Additionally, we will describe best practices used to identify funding opportunities and streamline the proposal development process.

Speaker: Craig Cassidy, Matthew Faris

Room: Imperial A **Certificate:** PA-R

T306: Behind the Curtain of Research Compliance: A Backstage Look at the Oversight and Management of Regulatory Requirements and Safety Expectations

Content Level: Basic **Track:** MO

In this session, we will review regulatory and compliance expectations for both laboratory and clinical research and examine how these requirements are fulfilled at a multi-campus university and academic teaching hospital setting. Topics will include an overview of the various components of laboratory and clinical research compliance, the coordination of these items into a cohesive oversight program, and the communication of this information to the various compliance and administrative offices within the institution.

Speaker: Stephen Dahl, Anita Stone

Room: Franciscan D **Certificate:** IRAM-E, RI-VI

T307: Building Research Administrative Efficiency and Success Using "Lean" Business Best Practices

Content Level: Intermediate **Track:** MO

Using lean business best practice tools such as value-proposition design, service design thinking, and value stream and process mapping, we have done a complete assessment and re-design of the Office of the Associate Dean for Research's administrative processes and procedures. In this session we will share the tools we used, our experiences, and the before and after metrics demonstrating the outcomes of the implemented changes. Topics covered will be improved pre-award for external sponsors, improved internal grants procedures, using knowledge management and new technology tools including collaborative work spaces and grant management software. We will also touch on the use of agile project management methods to keep the office re-design moving forward amidst the day-to-day of running the collegiate research enterprise and how to be an effective change agent in the face of resistance.

Speaker: Kersten Warren, Molly McCue, Chris Dillon

Room: Golden Gate 4-5 **Certificate:** LD-E, PRAM-II



TUESDAY

OCTOBER 22 | 1:30 PM—2:30 PM

T308: When to Stop, When to Go: Purchasing and Making Effective Decisions

Content Level: Basic **Track:** FA

As a research administrator, you are often faced with difficult decisions as to what purchases are allowable on a grant, no matter how unique. Making determinations on these purchases often requires a positive working relationship between the central office, the PI, and yourself. Also, ensuring all purchases are allowable, allocable, and appropriate during the management of an award prevents you from becoming a headline in the newspaper, or used as an example at a conference as to what is an inappropriate use of funds.

Speaker: Daisy Ardon, Rachel Hayes

Room: Plaza B **Certificate:** FM-IV, IRAM-E

T309: Challenges of Managing Grants in Developing Countries

Content Level: Intermediate **Track:** FA

This session will address the importance of research administration system in research institutions in recent times. More focus will be on the challenges African Institutions face in effectively managing sponsored research and the effect of these challenges on the research output. The success story of Noguchi Memorial Institute will be used as a case study to discuss some of the best research administration practices in the African setting which other African Institutions can emulate. Graphs and tables showing inflows, grants submitted and grants won since the establishment of the research support office will be shared to participants.

Speaker: Griselda Annan, Nana Oye Akuffo

Room: Continental 7

T310: Senior Topics in Export Controls Compliance

Content Level: Advanced **Track:** RL

Export controls regulations seems to be a moving target and trying to get solid footing for feeling like your organization has a firm control on compliance can be fleeting. This session will take questions from the audience as well as talk about current issues are arising from university researchers with foreign collaborators, rogue principal investigators who have one foot in the university and one foot in their startup company -where the lines are often blurred-, or how to deal with a suspected violation or enforcement visit.

Speaker: Susan Wyatt Sedwick (DF), Abigail Walsh

Room: Golden Gate 2 **Certificate:** RL-IV, PRAM-V

T311: Always Use Protection: Play Your Role!

Content Level: Intermediate **Track:** RL

The loss of sensitive or confidential data can result in financial losses, penalties and reputational damage. Most organizations have robust Information Technology Solutions in place, protecting networks, computing devices and data is growing increasingly causing complex security gaps to emerge where they are least expected. That is why it is important for the network and computing devices to have several layers of protection to fight against -and at very least- be able to recognize when it is under attack. With the emphasis on technology to protect data from external threats, internal threats such as personals are often overlooked. Personal education should be part of every organization IT security strategy.

Speaker: Edward Kakooza

Room: Continental 8 **Certificate:** RI-III

T312: Facilitating Global Conduits for Industry/Institutional Clinical Trials

Content Level: Intermediate **Track:** RE

Clinical trials play an integral role in the identification and application of novel therapies to enhance patient health outcomes. Institutions that are able to forge solid relationships with industry play a key role in developing conduits of medical advances that can impact communities on a local level. This session will provide domestic and global research administrators with an institutional perspective of key parameters to consider in determining site capacity to host clinical trials at the local institution. In addition, insights will be shared on the challenges and opportunities of supporting institutional capacity for industry trials while navigating administrative and regulatory frameworks.

Speaker: Andre Watkins

Room: Golden Gate 3

T313: How Much Does That Cost? Costing Considerations for Single IRB (sIRB) Review

Content Level: Intermediate **Track:** RE

As a result of the NIH Single IRB (sIRB) Policy requiring one IRB of record for NIH funded multi-site studies, more and more institutions are being asked to serve as the sIRB. While there are many considerations to take into account when serving as a sIRB, costing is one consideration that is particularly complex. This session will describe four costing options for institutions to consider when serving as a sIRB for NIH research as well as provide references and examples for these costing options.

Speaker: Madeleine Williams, Philip Cola (DF)

Room: Golden Gate 6-7 **Certificate:** CTRA-E,RI-II

T314: With Increased Appropriations to NIH and NIA, How Can I Play a Role in the Expanding Landscape of Alzheimer’s Disease & Related Dementias Research?

Content Level: Intermediate **Track:** SA

The National Alzheimer’s Project Act in 2011 mandated the creation and annual update of the National Plan to Address Alzheimer’s Disease. This act has an ambitious research goal—to prevent and effectively treat Alzheimer’s disease and related dementias by 2025. Given the magnitude of this public health crisis, a deeper level of investment was also warranted to achieve this goal. Thus, since 2015, the budget for the NIA -the institute which leads Alzheimer’s disease research at the NIH- has more than doubled, from \$1.2 billion to \$3.1 billion. NIH and NIA are working to partner with institutions and organizations from a broad spectrum of science and technology, to make significant impacts and advancements toward this objective.

Speaker: Patrick Shirdon

Room: Golden Gate 8 **Certificate:** IRAM-E, NIH-E, PRAM-III

T315: National Science Foundation's Research.gov Modernization

Content Level: Basic **Track:** SA

Do you want to reduce your administrative burden by preparing proposals with a user-friendly and intuitive system? Are you interested in uploading documents instantly and with real-time compliance checks? Get an in-depth look at the exciting new features of the National Science Foundation’s Research.gov proposal preparation and submission system. Don’t miss this opportunity to learn how you can influence the future of proposal submission.

Speaker: Bill Daus

Room: Imperial B



TUESDAY

OCTOBER 22 | 3:00 PM—4:00 PM

T401: Customer Service in Research Administration

Content Level: Basic **Track:** PD

Research administrators work with many different constituents, made up of individuals with varying interests. Customers of research administrators are: University administrative offices, department administrators, faculty members and sponsoring agencies. Effectively working with these very different customers requires research administrators to be able to identify the goal of each customer, determine the reason for each interaction and respond to the customers' needs in an appropriate and valuable way. This session will focus on identifying each type of customer's priorities, analyzing how to solve problems for the customer and communicating with the customer.

Speaker: Grace Liu, Kassie Obelleiro

Room: Plaza A **Certificate:** IRAM-E, LD-E

T402: Institutional Training in Research Administration to Empower Young Professionals

Content Level: Basic **Track:** PD

Educating and training the next generation of research administrators is critical to the future success of an academic research center. Cleveland Clinic (CC) has taken novel approaches to handle the changing landscape of research administration with an internal training program. CC is ranked as the number 2 hospital in the United States, employs over 60,000 people worldwide and has a robust medical research program. The Lerner Research Institute (LRI) is home to 12 departments, 187 principal investigators and received over \$118 million in federal funding in 2017. In 2011, LRI Leadership created a training program, the Administrative Professional Leadership Experience (APLE), to cultivate an internal pipeline of up and coming research administrators. After five successful cycles the program was evaluated. From that evaluation, core competencies, goals and training methodologies were adjusted to match the new needs of the LRI. Engagement with professionals early in their career paths as well as targeted mentoring helped increase the number of highly trained candidates available to fill open positions in the LRI.

Speaker: Robin Crotty, Angela Barger

Room: Golden Gate 4-5 **Certificate:** LD-E

T403: Consultants, Editors and Lobbyists, Oh My! Utilizing Outside Experts and Faculty Incentives in Proposal Development

Content Level: Intermediate **Track:** SP

The University of Houston has taken an aggressive approach to securing high value/high visibility research grants. This session will demonstrate the strategic aspects of this initiative. These include contracting with both a DC-based grants consulting firm and lobbying firm, an internal grants program to provide incentives and support for participating faculty members, the use of external scientific editors, and the creation of a separate team within the Division of Research to manage, develop and submit these applications. Methods for both passive and active dissemination of relevant funding opportunities will be discussed. Approaches to encourage faculty members to serve as Principal Investigators or participants in these applications will be presented.

Speaker: Benjamin Mull

Room: Plaza B **Certificate:** PRAM-III, IRAM-E, RD –II

T404: Addressing Proposal Pitfalls - Department & Central Perspectives

Content Level: Intermediate **Track:** SP

Through an overview of Seattle Children's Research Institute's (SCRI) best practices and standard process for proposal development, level-loading, and institutional review, the presenters will define and address common pitfalls experienced by the central office and department administrator.

Speaker: Andrew Kada, Kristin Ciccirella

Room: Imperial B **Certificate:** IRAM-E, PRAM-II

T405: Closing the Gap between Pre and Post Award Offices

Content Level: Basic **Track:** MO

This session will provide research administrators with strategies on how to work together to make everyone's job easier during the life cycle of an award. We will look at each stage of the award life cycle and discuss different ways that post-award and pre-award offices can work together to improve overall management of the award. We will also share practical tips on how to work effectively together to avoid common compliance issues universities have across auditing agencies.

Speaker: Marchon Jackson, Debra Murray, Monique Anderson

Room: Imperial A **Certificate:** IRAM-E, PA-E

T406: Speaking Effectively To a PI Even When You Are Married To One

Content Level: Basic **Track:** MO

There are many times through our communications when we wonder if the PI doesn't understand our role as Research Administrators and vice-versa. This session will provide insight on how to communicate effectively to a PI as well as how we can train our PI's to communicate so that we can support them.

Speaker: Jason Claes

Room: Golden Gate 8 **Certificate:** LD-IV, IRAM-E

T407: Essentials of Incoming Investigator Transfer

Content Level: Intermediate **Track:** MO

This session will provide helpful tips for facilitating a smooth transition for your incoming faculty. This is inclusive of a checklist of items to remember, such as having your investigator complete necessary compliance requirements and the importance of relinquishment of the project by prior awardee. We touch on some of the specifics of the NIH PA-18-590 transfer application, and the NSF "Notification and Request" process to be initiated by the PI in Fastlane.

Speaker: Nancy Spice, Angela Yost

Room: Continental 7 **Certificate:** IRAM-E



TUESDAY

OCTOBER 22 | 3:00 PM—4:00 PM

T408: Succession Planning: The Who, What, When, Where, Why and How

Content Level: Advanced **Track:** MO

Succession planning helps organizations to ensure there are capable and experienced candidates to fill vacancies especially at the leadership level but is most successful when it is incorporated into a more holistic career ladder approach to retain high potential employees. Let's face it: if you think they are worth keeping, someone else will think they are worth recruiting. So how do you identify high potential candidates, invest in their professional development, and mentor them to be able to hit the ground running when the opportunity arises.

Speaker: Marianne Woods

Room: Franciscan D **Certificate:** LD-E, PRAM-I, RL-I

T409: Allocability Among Multiple Projects: Strategies and Methods for the Departmental Administrator

Content Level: Intermediate **Track:** FA

Allocating costs to one sponsored project is difficult, adding costs to several projects can be overwhelming. When this occurs, the costs should be allocated in the same proportions as it benefits each award while adhering to sponsor guidelines and institutional policies. This session will provide methods, strategies and tools to assist departmental administrators who have to manage the purchases of services and goods that benefit multiple awards.

Speaker: Tolise Dailey, Csilla Csaplár

Room: Franciscan B **Certificate:** IRAM-E

T410: Death by Committee and Other Research Admin Hazards

Content Level: Intermediate **Track:** RL

Research ethics and compliance review committees are an alphabet soup of confusion. IBC, IRB, IACUC, COI, IRE, RSC, HIPAA, GDPR often seem to work together to prolong and delay research approvals. This presentation will give a quick overview of what these required committees do and offer some helpful suggestions on how to make them work together and bring down those long approval times.

Speaker: Quinton Johnson, Adora Parker

Room: Franciscan C **Certificate:** PRAM-V

T411: Big Data in Research

Content Level: Basic **Track:** RL

As with any area of emerging technology the use of Big Data to conduct research and research into the use and analysis of Big Data raises new legal issues. As Big Data technologies mature, society will increasingly rely on data-driven science and data-driven decision making. To drive that maturation of Big Data technology will require research on methods and means of large-scale data collection, management, analysis, and the appropriate actions to respond to Big Data findings. Additionally, the legal issues that have already arisen concerning privacy, security (both cybersecurity and national security), and ethics are even more complex when applied to Big Data. Ownership, use and export of computer architecture and networking technologies, algorithms, data management methodologies, artificial intelligence and machine learning technology similarly raise a host of legal questions, many of which are just beginning to be dealt with.

Speaker: J. Michael Slocum (DF), Benjamin Walworth

Room: Continental 8 **Certificate:** RL-II, RI-III

T412: Software-Induced Burden: When All You Can Say Is "My Software Made Me Do It!"

Content Level: Basic **Track:** RI

Automation of business processes is an expectation, in part due to the climate of technological advancements. Systems for data capture, application process, and reporting are purchased or home grown, customized, and continuously tweaked for efficiency and efficacy. Processes to buttress these electronic systems are also implemented as supplemental or security measures. However, heavy reliance on these systems -and on the need for department/office specific efficient data capture- has created self-imposed administrative and regulatory burden. In turn, this burden negatively impacts the research culture and reduces compliance.

Speaker: Carlotta Rodriguez, Lauren Danridge

Room: Golden Gate 6-7

T413: NIH Change of Recipient Institution

Content Level: Intermediate **Track:** SA

This session will cover the requirements for both the original institution and the new institution when a grant is being considered for a transfer.

Speaker: Debbie Pettitt

Room: Golden Gate 2 **Certificate:** IRAM-E, NIH-II

T414: Making Grants Happen at the Bill and Melinda Gates Foundation

Content Level: Basic **Track:** SA

The concurrent session's goal is to help demystify both the "what" and the "how" of the Bill & Melinda Gates Foundation grant making targeted for research administrators as the presenters have equivalent roles.

Speaker: Lee Klejnot, Leah Goudie

Room: Golden Gate 3



TUESDAY

OCTOBER 22 | 4:30 PM—5:30 PM

T501: Research Administrators are People Too! Creating and Maintaining Quality of Life in the Workplace

Content Level: Basic **Track:** PD

Let's have a "what happens in Vegas" open conversation about what you're dealing with at work and ways to navigate those situations. This discussion will focus on what we Research Administrators can do as individuals to change our perspectives on the stress factor of our jobs and improve our workplace experiences by evaluating how we personally navigate challenges and adjust our own viewpoints. We really love what we do, but let's be honest...by nature, research administration can be a stressful career path.

Speaker: Molly McCarty, Jill Borland
Room: Imperial A **Certificate:** IRAM-E, LD-E

T502: Stuck in a Rut: Disrupting Implicit Bias within Academic Research Processes and Structures

Content Level: Basic **Track:** PD

Participating in the university research enterprise requires understanding and combating implicit bias inherent in research processes and structures. This interactive presentation features social science research showing the prevalent role of implicit bias and discrimination in academic research, with a focus on publications, sponsored programs, awards, research opportunities and other essential research quality indicators and activities. Modern conceptualizations of prejudice operate in increasingly subtle ways especially in ambiguous situations where stereotypes about gender, race, and/or sexual orientation are operating and can be a contributing factor in research administration decisions.

Speaker: Jessi Smith
Room: Franciscan B

T503: 50 Years in Research Administration: What Have I Learned? What Can You Learn?

Content Level: Intermediate **Track:** PD

This session will review the skill set, work setting and goals to succeed in Research Administration through someone who has invested a career in spanning over 50 years in the field. It will also help to define the meaning of success in this profession. The session will be an interactive presenter-audience discussion of the skills, traits, goals and behavior that lead to success in Research Administration.

Speaker: Ira Goodman (DF), Nathan L. Vanderford (DF)
Room: Golden Gate 4-5

T504: Building Research Capacity for Reluctant, Inexperienced, Inactive or Discouraged Investigators

Content Level: Intermediate **Track:** SP

Based on literature and best practices, this session will present an overview of the characteristics of reluctant, inexperienced, inactive or discouraged investigators that deter them from pursuing grant funding. New, mid-level and senior investigators present different professional and personal challenges for research administrators, so the strategies and approaches need to differ as well. Among the ideas to be presented and discussed include incentives, mentoring, special workshops, individual strategic plans, and partnering. Participants will be encouraged to share examples and case studies of their own best practices for motivating and working with these investigators to develop and increase their capacity for successful grant careers.

Speaker: Marjorie Piechowski (DF)
Room: Franciscan C **Certificate:** PRAM-III, RD-II

T505: Achieve High Level Service to Faculty and Increased Compliance through a Shared Service Organization

Content Level: Intermediate **Track:** MO

The increased complexity and changing nature of research administration led us to evaluate the models we use institutionally to provide services to faculty. This session will look at Yale's approach to regionalizing research administration services for academic and non-academic departments. Our organization, Faculty Research Management Services, seeks to raise the level of service to Principal Investigators while increasing compliance and mitigating risk. During this session we will discuss how the current model was designed and implemented on our campus, provide the challenges and successes during the transition, and provide an opportunity to have a discussion about all aspects of this model.

Speaker: Joanne Bentley
Room: Golden Gate 6-7 **Certificate:** PRAM-II

CANCELLED T506: Applying Performance Management in a Research Institution in a Developing Country

T507: Risk and Crisis Management Planning: From Shutdowns to Shooters

Content Level: Intermediate **Track:** MO

In addition to planning for the normal upheavals caused by weather events or public safety threats, the longest government shutdown in US history had many research offices scrambling to get calibration on how other institutions were handling the situation and what advice they were providing their principal investigators. The impact had implications for our global community who are recipients of US funding as well. The failed Brexit plan has posed equally uncertain stressors on research offices as well. How do institutions plan for the unexpected crises: government shutdowns, stop-work orders, campus emergencies and natural disasters? A panel will be assembled of senior research administrators including international panel members with experience in formulating strategies to address a myriad of situations to include government shutdowns, political upheaval, campus safety threats, technology disruptions, and weather events such as hurricanes where you have days to plan or tornadoes where you may have minutes to act.

Speaker: Andrea Deaton (DF), Susan Wyatt Sedwick (DF)
Room: Plaza B **Certificate:** PRAM-II



TUESDAY

OCTOBER 22 | 4:30 PM—5:30 PM

T508: Indirect Cost Rates – A Hospital Perspective

Content Level: Basic **Track:** FA

Many hospitals must engage in the process of negotiating federal indirect rates, and they face unique challenges in preparing, submitting and negotiating indirect rates under the 45 CFR Part 74, Appendix E, "Principles for Determining Costs Applicable to Research and Development under Grants and Contracts with Hospitals." As we go through this process, many of us often wonder if we have done everything we can do within the constraints of federal regulations in order to maximize our institution's negotiated indirect rate and resulting indirect cost recovery.

Speaker: Alex Weekes
Room: Franciscan D **Certificate:** FM-E,IRAM-E

T509: Invoicing as Audit Preparation

Content Level: Advanced **Track:** FA

By doing in-depth invoice reviews and compiling all of the supporting documents for that invoice on a monthly basis, it allows one to note any exceptions when the explanations are fresh in their mind rather than trying to remember what happened on that one project ten months ago. This makes the auditing process easier in three ways. The first is that the sample is ready to go when the auditors request it -- cutting down on the time needed for your staff to pull documents with someone waiting. The second is that you can take the time to minimize the exposure to non-sample items, which can lead to scope-creep or broadening of the audit, when you are preparing the package. The last is that all of the documentation for a particular charge is included, as well as any prior approvals that were received.

Speaker: Lillian Winfrey
Room: Golden Gate 8 **Certificate:** FM-II,IRAM –E

T510: Demystifying General Data Protection Regulation (GDPR) - Requirements for Research Institutions

Content Level: Basic **Track:** RL

The European Union's new General Data Protection Regulation (GDPR) is now in effect with sweeping implications for research institutions, health systems, and other private research organizations. Even if you don't directly conduct research in the EU; GDPR may still be apply to your organization. In this session we will explore the basics of GDPR, how they apply to research, and what you need to know to prepare your organization for compliance.

Speaker: James E. Riddle
Room: Plaza A **Certificate:** RL-IV, RI-III

T511: Developing a Comprehensive Research Ethics Training Program

Content Level: Basic **Track:** RE

We have been expanding RCR training on the UC Berkeley campus to include additional salient topics, assignments, and faculty participation in response to the needs of the trainees and their supporting departments. In anticipation of upcoming new regulations, we have also introduced new training modules for Rigor and Reproducibility in Science. This session will discuss these new endeavors in developing a comprehensive research ethics training program.

Speaker: Victoria Sharma
Room: Continental 8

T512: Sharpening Research Compliance: Heightened Awareness with a Self-Guided Risk-Assessment

Content Level: Intermediate **Track:** RE

As Research Administrators, we are often faced with challenges of identifying risks within our scope and responsibility. So how can we not only identify risks but also reduce the probability of situations or events being vulnerable to or ending in an undesirable outcome? This session offers an innovative approach that, when applied straightforwardly, employs risk assessment philosophies and principles to heighten awareness of risks in areas of research. Attendees will examine a comprehensive risk assessment that insightfully uncovers whether specific factors, systems, or situations could adversely affect both the administrative and compliance areas of research. From there, attendees will focus on ideas that empower teams to weigh and prioritize self-identified risks in order to create meaningful action plans. Most importantly, attendees will form a self-guided risk assessment tool to encourage risk preparedness and sharpen research compliance and administrative best practices at their institutions.

Speaker: David Staley
Room: Golden Gate 3 **Certificate:** PRAM-V, RI-VI

T513: Knowledge Mobilization: Developing an Institutional Strategy that Works for You

Content Level: Intermediate **Track:** RI

Knowledge Mobilization (KMb) refers to a broad range of activities that enable academic researchers to improve the social relevance and impact of their research. KmB support services, such as community partnership development or science communications, are an increasingly important part of the research administrator's tool kit. How an institution defines knowledge mobilization and the activities it supports will depend on several factors, such as the external context, funders' expectations and alignment with the institution's mission. This session will present an international case study from two research-intensive universities, in the U.S. and Canada, which documents institutional drivers, their KmB strategy and activities implemented, lessons learned and best practices. An interactive discussion period will engage participants on the implications of these examples for their organizations and stimulate dialogue on best practices from their institutions.

Speaker: Stephen Beck, Terry Campbell
Room: Imperial B **Certificate:** PRAM-IV, RD-IV

T514: The Fundamentals of Non-Federal Sponsored Research: The Good, the Bad, and the Ugly

Content Level: Basic **Track:** SA

The object of this interactive session is to be able to identify the components of non-federal research, describe and illustrate the typical components in a non-federal clinical submission, review important contracting issues, best Pre-Award practices to prevent avoidable issues on the post award side, and review typical post award deliverables. This is relevant to the administration of research because without these parameters and everyone's explicit knowledge of the requirements, mistakes and unintended consequences are likely. A portion of the session will address the importance of preliminary communication with all stakeholders to ensure clarity, not only with the administrators but potential subjects.

Speaker: Lashundra Kirkland, Cheryl Bowie-Thomas
Room: Golden Gate 2 **Certificate:** IRAM-E, RD-I



WEDNESDAY
OCTOBER 23

8: 00 am—1:00 pm

Registration Open
Golden Gate Promenade

8:30 am - 10:30 am

Exhibit Hall Open with Refreshments
Continental Ballroom

9:00 am - 10:00 am

Closing Keynote Speaker
Continental Ballroom

10:00 am - 10:15 am

Break in the Exhibit Hall

10:15 am - 11:15 am

Concurrent Sessions

11:15 am - 11:30 am

Break

11:30 am - 12:30 pm

Concurrent Sessions

11:30 am - 12:30 pm

Symposium Paper Presentations
Continental 7

1:00 pm - 5:00 pm

Board of Directors Meeting
Union Square 21

CONCURRENT SESSIONS

10:15 am—11:15 am

W101: The Jedi Approach to Career Advancement: May the Force Be With You

W102: The Post-Submission Pre-Award Review Process

W103: Go Get that Grant: Best Practices for Effective Foundation Proposals

W104: Universities as Grantmakers: Collaborative Agreements Under Gifts and Unrestricted Funds

W106: SRAI Leadership Awareness

W107: A Case Study: Applying a Lean Management System to the Central Research Administration Office

W108: Improving Operations, Internal Controls, and Financial Compliance Monitoring and Review

W110: Legal Issues for Private Universities Outside of the USA

W111: Seven is a Lucky Number: Seven Elements of a Successful Compliance Program

W112: VA Cooperative Studies Program Contributions to National Healthcare

W113: Research Management Information: Analytics & Visualisations for Informed Decision Making

W114: Think Like a Fed?

W115: An Introduction to the Patient-Centered Outcomes Research Institute (PCORI): Tips and Tricks when Applying for Funding and Managing an Award



WEDNESDAY
OCTOBER 23

11:30 AM - 12:30 PM

Symposium Paper Presentation

W201: Creating a Vibrant Learning Community at Tufts University: Lessons Learned in Developing a Training Ecosystem

W202: Tips and Strategies for Negotiating what You Need - and Want- to Be Professionally Successful and Personally Satisfied as a Research Administrator

W203: The Electronic Research Administration (eRA) Landscape: Approaching Strategically

W205: Establishing a Clinical Consortium: From Inception to Now - A Case Study

W206: Grant Management in India

W207: Strategic Asset Management of Real Property and

Moveable Equipment for Financial Reporting Purposes

W208: How to Financially Manage at a Statewide and Multi-Campus Department-Level

W209: Cybersecurity Issues in Scholarly Publishing

W210: Beyond Resistance: Institutionalizing Research Ethics in a Mega-University

W211: Beyond Bibliometrics - Measuring Research Metrics Using Alt Metrics

W212: First Step Toward Proposal Success: Understanding the Agency Review Process

W213: National Institutes of Health (NIH) Update

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WEDNESDAY

OCTOBER 23 | 10:15 AM—11:15 AM

W101: The Jedi Approach to Career Advancement: May the Force Be With You

Content Level: Basic **Track:** PD
Many women working hard to build a career make the same mistake. They have no idea how valuable they are. Professional value is not necessarily the same as the market value of a position. Professional value comes down to: experience, education, gender, and company structure. During this session, 3 woman research administrators at different stages in their career journey through the research administration galaxy: Jedi Knight (10-15 yrs in the field), Jedi Master (15-20 yrs), and Jedi Grandmaster (over 20 years) will share their personal stories about the trials and tribulations they have faced during the course of their careers while figuring out their professional value.
Speaker: Susan Wyatt Sedwick (DF), Sikirat Tijani, Miriam Campo
Room: Imperial A

W102: The Post-Submission Pre-Award Review Process

Content Level: Intermediate **Track:** SP
Proposals are often prepared and submitted very close to the deadline. They are then filed away until the award is made even though there is a high probability that the budgets contain errors. This puts post-award administrators in the unenviable position of discovering these mistakes after the project start date which can lead to delays and unhappy Principal Investigators (PIs). This interactive session will examine the pre- to post-award progression and introduce attendees to a post-submission, pre-award review process.
Speaker: Dominic Esposito
Room: Imperial B

W103: Go Get that Grant: Best Practices for Effective Foundation Proposals

Content Level: Basic **Track:** SP
Using insights collected directly from funders and expert fundraisers, in this session you will learn the basics on how to write a successful project proposal to a foundation. You will gain understanding around the essential elements of a proposal, the "do's" and "don'ts" of proposal writing and submission, and how to follow up whether the answer is yes or no. You will also learn what grantmakers are looking for in a proposal and the biggest red flags from a funder's perspective. Whether you have a specific project in mind or are still formulating your idea, you will leave this session armed with the knowledge needed to set you up for grant proposal success.
Speaker: Laura Bergman
Room: Plaza B **Certificate:** IRAM-E,PA-E,RD-I

W104: Universities as Grantmakers: Collaborative Agreements Under Gifts and Unrestricted Funds

Content Level: Intermediate **Track:** SP
Many institutions receive research support in the form of gift funding. As such, there is need to enter into contracts and purchase agreements with collaborators and partners with funds provided under gifts in order to further support the institution's own research efforts. However, particularly in the context of facilitating collaborative research efforts, it can be uniquely challenging to draft, negotiate, track and manage a "subaward" to a collaborator without prime award terms and conditions to flow down to the subrecipient.
Speaker: Saiqa Anne Qureshi, Noam Pines
Room: Franciscan D

W106: SRAI Leadership Awareness

Content Level: Basic **Track:** MO
This session will offer you the opportunity to review the governance structure of SRAI and understand the roles and responsibilities of all leadership positions within SRAI. This session will provide value to those in current leadership positions and appeal to SRAI members who would like to step into a leadership role within the society, and learn more about the various roles and responsibilities.
Speaker: Annedorte Vad, Jim Hanlon, Bruce Steinert (DF)
Room: Continental 7 **Certificate:** LD-E

W107: A Case Study: Applying a Lean Management System to the Central Research Administration Office

Content Level: Basic **Track:** MO
A Lean Management System embodies a culture of continuously improving customer value and eliminating waste in order to improve efficiency and quality for a customer base. This session provides an overview of Lean, with an in-depth look at the implementation of a LMS in a central research administration office. A deep dive will provide examples and specific tools for success, lessons learned, and how the implementation of one LMS improved performance and productivity for the central research administration office within six months of implementation.
Speaker: Amanda Breeden
Room: Golden Gate 6-7 **Certificate:** LD-E,RI-VI

W108: Improving Operations, Internal Controls, and Financial Compliance Monitoring and Review

Content Level: Advanced **Track:** FA
This session will discuss approaches to conducting an independent award transactional compliance review and assessment of organizational internal controls and approaches to improving operational award management compliance through segregation of duties, checklists, consistency in practices, and monitoring.
Speaker: Tim Linker (DF), Sandra Justice, Kris Rhodes (DF)
Room: Franciscan C **Certificate:** FM-II,PRAM-II



WEDNESDAY

OCTOBER 23 | 10:15 AM—11:15 AM

W110: Legal Issues for Private Universities Outside of the USA

Content Level: Basic **Track:** RL
This session will highlight some of the complex technical and legal issues faced by Non-US Universities when the project sponsor is a US entity. In many donor agreements the US Legal Framework is incorporated by reference, but how does a private Non-US entity determine which legal rules apply? How does the US partner institution enforce these rules? How does a Private Non-US institution negotiate with a US Government Sponsor versus a Private US Project donor? The answer to these questions are relevant especially in the changing Research Environment, where small quasi-private universities are clamoring for Research Funding from an ever decreasing research funding pool.
Speaker: Sandra Gayle, Louri Clare, Laleta Davis Mattis
Room: Continental 8

W111: Seven is a Lucky Number: Seven Elements of a Successful Compliance Program

Content Level: Intermediate **Track:** RE
The Office of Inspector General (OIG) has outlined seven particular elements that compliance programs should include. While this was written with healthcare in mind, it can be translated to any compliance program that needs to be put into place, including research in any realm be it biomedical or behavioral/social science. The use of these elements can strengthen departmental policies and improve accountability of researchers and staff. At the end of the day, implementing a strong compliance program can provide research programs with a culture of integrity and meaningful research outcomes.
Speaker: Tonya K Edvalson (DF)
Room: Golden Gate 2 **Certificate:** IRAM-E

W112: VA Cooperative Studies Program Contributions to National Healthcare

Content Level: Intermediate **Track:** RI
This presentation will describe the VA Cooperative Studies Program Coordinating Centers (CSPCC) contribution to research for our Veterans and its impact on the national healthcare system. We will share our knowledge, as project managers, of managing multicenter clinical trials through our Cooperative Studies Program. Our Veterans have not only helped our nation in a military sense, they have helped with the invention of new products, innovations and improvement of regulatory

requirements for research. We would like to educate our fellow researchers on the successes and experiences of the VA CSP Program.
Speaker: Elizabeth Jobes, Lynn Tommessilli, Sakasha Taylor
Room: Golden Gate 8

W113: Research Management Information: Analytics & Visualisations for Informed Decision Making

Content Level: Basic **Track:** RI
The University of Edinburgh is developing a comprehensive set of research information dashboards to help decision makers at all levels of the institution. The dashboards link previously dispersed information to provide a richer picture of research performance. Income from individual to university level, by funder, success rate and by cost recovered can be compared with quality markers and, potentially, impact.
Speaker: Lorna Thomson
Room: Plaza A

W114: Think Like a Fed!

Content Level: Intermediate **Track:** SA
Leadership training tells us that understanding the other person's perspective can radically increase our successes. If that's true, wouldn't you love to get inside the head of a federal grant manager and understand their perspective? To gain insights on thinking like a fed, walk through a series of interactive case studies led by a speaker with 19 years of research administration experience at three major universities before coming to the federal government.
Speaker: Rebecca Claycamp (DF)
Room: Golden Gate 4-5 **Certificate:** IRAM-E, NIH-E

W115: An Introduction to the Patient-Centered Outcomes Research Institute (PCORI): Tips and Tricks when Applying for Funding and Managing an Award

Content Level: Basic **Track:** SA
This concurrent session will provide attendees information about PCORI, including: - mission and enabling legislation - overview of funding opportunities and the application process - patient and stakeholder engagement requirements - merit review process - common compliance pitfalls and ways to prevent them
Speaker: James A. Hulbert
Room: Golden Gate 3



WEDNESDAY

OCTOBER 23 | 11:30 AM—12:30 PM

Symposium Paper Presentation

Content Level: Intermediate **Track:** PD

Each year SRA International has a tradition of publishing contributed papers and professional posters at its annual meeting, which are designed to advance and enrich the body of knowledge of research administration and management as an art and science.

These Papers and Posters represent an important contribution to the research administration body of knowledge or successfully demonstrate significant milestones of success that are of interest or importance.

They are not used as a marketing resource for an institution's success. Rather, they articulate advances in research administration or management.

Room: Continental 7

W201: Creating a Vibrant Learning Community at Tufts University: Lessons Learned in Developing a Training Ecosystem

Content Level: Intermediate **Track:** PD

While the importance of training is universally accepted, the structure of that training—including questions of who will lead it, who will participate, and what the curriculum should be—remains more of an open question. In many institutions, resources to support professional education in research administration are limited, and when programs do exist they tend to focus vital leadership priorities but can neglect to harness the initiative and expertise of the research administration community itself. At Tufts University, we have answered these questions by creating an ecosystem of training and development opportunities open to all research administrators.

Speaker: Sarah Marina, Laura Lucas

Room: Golden Gate 4-5

W202: Tips And Strategies For Negotiating What You Need -and Want- To Be Professionally Successful and Personally Satisfied as a Research Administrator

Content Level: Basic **Track:** PD

Negotiating contracts is one of the many job responsibilities of a research administrator. However, few research administrators negotiate or know how to negotiate what they need -and want- to be professionally successful and personally satisfied in the workplace. Negotiating on behalf of oneself requires a "win-win" approach to negotiation without the fear of failure or of fracturing professional relationships during the negotiation. This session will focus on teaching research administrators the important elements of a negotiation, how to plan and prepare for the negotiation, and the "dos" and "don'ts" of a negotiation.

Speaker: Jennifer Woodward

Room: Imperial A

W203: The Electronic Research Administration (eRA) Landscape: Approaching Strategically

Content Level: Intermediate **Track:** SP

Technology supporting Research Administration has evolved a dramatically from Adobe PureEdge submissions and other early systems. What began as Individual Access databases managed by a central entry clerk on a local desktop became integrated enterprise research application suites with entry points from researcher to central offices. From mimeographed reports to automated and dynamic user based dashboards, much has changed. Despite the advances of the last two decades, Research Administration systems are still behind other

core systems (Financials, HR, EMR, Student) in maturity and in institutional support. Many institutions still have a mix of Access databases, custom solutions and vended solutions.

Speaker: Stephanie Gray, Matthew Staman

Room: Plaza B **Certificate:** PA-R

W205: Establishing a Clinical Consortium: From Inception to Now - A Case Study

Content Level: Intermediate **Track:** SP

The Translational Breast Cancer Research Consortium (TBCRC) was formally established in 2004. The planning took many months and buy-in from all stakeholders. Since that time, TBCRC has grown, the research portfolio has expanded in volume and type of studies and new members have been added. This session will discuss the steps taken, lessons learned, and management strategies for maintaining and growing a consortium.

Speaker: Cindy Morin, Gayle Walters

Room: Franciscan D

W206: Grant Management in India

Content Level: Intermediate **Track:** MO

In recent years US institutions have seen US sponsored funding decrease, while the research topics, the researchers supporting those topics, and the funding organizations paying for such research have become more global in nature. As a part of this change many institutions have looked to receive new sources or increase existing funding from foreign institutions and directly engage with new populations outside the US. This can take the form of study abroad sites, research offices, or even campuses overseas. In setting up these locations, universities and colleges must balance US and home institution regulations and policies along with those of the host country and funding organization.

Speaker: Peggy Darnowsky, Parker Wellington

Room: Franciscan B



WEDNESDAY

OCTOBER 23 | 11:30 AM—12:30 PM

W207: Strategic Asset Management of Real Property and Moveable Equipment for Financial Reporting Purposes

Content Level: Advanced **Track:** FA

As Research Institutions prepare for their reporting of their fixed assets for financial reporting and general asset stewardship purposes, it is important to understand the importance of maintaining accurate records. The investment that institutions make in these assets often represent a significant investment on the institution's balance sheet. These reported costs are audited by Federal, State, Internal and Independent auditors very closely, thus the importance of reporting accurate and supportable values and having supportable and auditable fixed asset records.

Speaker: Kevin McHugh

Room: Franciscan C **Certificate:** FM-IV

W208: How to Financially Manage at a Statewide and Multi-Campus Department-Level

Content Level: Intermediate **Track:** FA

We will go through the three stages of creating an optimal financial management system with multiple campuses at the department level. I call it SIP, which stands for the stages of first Strategizing, then Implementing, and lastly Prospering. Don't let the administrative burdens and increasing red tape slow the progress of your program down- find solutions and set up a system that benefits everyone. Strategy is important because without identifying the essential elements to set up a successful statewide and multi-campus department-level financial management system with a logical financial structure, compliance oversight, and department level evaluation and understanding you could be at risk.

Speaker: Jennifer Redmond

Room: Golden Gate 6-7 **Certificate:** FM-E

W209: Cybersecurity Issues in Scholarly Publishing

Content Level: Basic **Track:** RL

This session will use the experience of a major scholarly publishing platform company to explore cybersecurity in connection with scientific content, identity and privacy issues for authors and users, institutional policies, and the research data that supports the publications.

Speaker: Allan Gajadhar, J. Michael Slocum (DF)

Room: Continental 8

W210: Beyond Resistance: Institutionalizing Research Ethics in a Mega-University

Content Level: Intermediate **Track:** RE

Resistance to and a lack of constructive engagement of researchers in research ethics regulations are major concerns for Research Managers and Administrators responsible for supporting the governance of research ethics at universities. This session highlights the formulation and implementation of a research ethics strategy founded on Appreciative Inquiry (AI) by relevant stakeholders that enabled a mega-university to overcome these obstacles. Drawing inspiration from AI theory and professional experience in its application, we will walk participants through a case study that illustrates how we facilitated the formulation and implementation of a research ethics strategy, consequently making huge strides in institutionalizing research ethics in a mega-university. Researchers tend to agree with the moral imperatives of research ethics regulation, such as the protection of participants from harm. However, they often object to the procedures

and systems followed by the institutions to govern research ethics. The mega-university representing the case study for the presentation was no exception. The application of the 4-D AI process (Discovery, Destiny, Design and Dream) during a strategic planning workshop in 2015 initiated the formulation of a research ethics strategy. Since then, this strategy has been implemented on an institutional-wide level resulting in the majority of researchers now buying into the need for proper research ethics governance.

Speaker: Les Labuschagne

Room: Golden Gate 2 **Certificate:** RI-VI

W211 Beyond Bibliometrics - Measuring Research Metrics Using Alt Metrics

Content Level: Intermediate **Track:** RE

Research is a complex business covering a wide spectrum of discovery spanning health research to fine arts. Our traditional approach to using citation as a proxy for measuring quality only works for a narrow part of the research spectrum. This concurrent session will investigate the use of alternative metrics in measuring research impacts. We will look at the systems (altmetrics and PlumX) that enable this approach and focus on case studies to illustrate the utility of research metrics.

Speaker: Martin Kirk

Room: Golden Gate B

W212: First Step Toward Proposal Success: Understanding the Agency Review Process

Content Level: Intermediate **Track:** SA

A major factor in preparing successful grant applications is understanding how the agency review process works and tailoring the application to address the review criteria and the review process. This session will present detailed information about the similarities and differences in the review process at major U.S. federal and selected private funding agencies. Agencies will include NSF, NIH, DOD including DARPA and ONR, DOE, NEH, NASA, Robert Wood Johnson and Susan G. Komen and other private foundations. Participants will learn the stages and criteria of the review process, how reviewers are chosen, the role of the program officer, what reviewers look for in successful proposals, how to become a reviewer, and why research administrators can benefit professionally and personally from serving as a reviewer. Questions from the audience will be welcomed.

Speaker: Marjorie Piechowski (DF)

Room: Golden Gate 3 **Certificate:** IRAM-E,PA-E,RD-I

W213: National Institutes of Health (NIH) Update

Content Level: Basic **Track:** SA

This session is a comprehensive review of what is new and being developed within the National Institute of Health's (NIH) programs, policies, and budgets. Participants will learn about the newest updates to NIH's budget and compliance initiatives and how their respective institutions will be affected. Upon completion of the presentation, participants will have the opportunity to ask questions about the new and existing policies and procedures.

Speaker: Michelle Bulls

Room: Plaza A