

Fall 2019 Certificate Tracking Booklet







Clinical Trials and Research Administration

The Clinical Trials Research Administration ("CTRA") Certificate delivers intensive training sessions specifically designed to provide an understanding of the critical elements of successful administration of a clinical trials research program. The program has been redesigned to cover the critical elements of clinical trials management for research administrators and to more effectively integrate with other SRAI certificate offerings. The CTRA curriculum examines issues relevant to both National Institutes of Health-sponsored and industry-sponsored clinical trials. Much of the material is explored through experiential learning activities from seasoned research administrators including case studies. Elements of the curriculum include protocol review, recruitment, negotiation of agreements, development and negotiation of budgets, compliance, billing, international studies, and risk management and analysis.

Financial Management

The financial research administration series is designed for new and intermediate administrators responsible for providing financial support on a pre- or post-award basis. The certificate content is also applicable to mid- and upper-level administrators who assume oversight responsibility for financial management of sponsored program activity and to support staff responsible for developing financial and compliance management systems. The certificate provides an understanding of the regulatory foundation for the direct and indirect costing of sponsored program activity, financial management decision-making and system development.

Introduction to Research Administration and Management

Ideal for someone new to the profession or as a refresher for a more seasoned research administrator, The Introduction to Research Administration and Management certificate explores the broad scope of the multi-faceted profession of research administration. The comprehensive curriculum - developed by some of the "best of the best" instructors in the field 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.

Leadership

Individuals generally get selected into leadership positions because of strong technical skills; however, they excel in these positions based on their ability to interact successfully with others and communicate in effective ways. There is a need to understand one's self and work to develop strong competencies in others.

The comprehensive curriculum, developed by knowledgeable and successful leaders in the research administration, provides an overview and introduction to the communication and other necessary skills to lead research administration and management offices. Elements of the curriculum include personality and leadership assessments and sessions in conflict management, change, delegation, diversity communication skills and using metrics to help with team effectiveness.

National Institutes of Health Grants Fundamentals

The certificate in National Institutes of Health Grants was produced by SRA International for the benefit of its members who manage NIH grants. It was produced solely by SRA International, and is not an official program of the NIH.

The NIH Grants Management certificate provides a foundation in grants from the National Institutes of Health (NIH). As the 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—anchored by the full-day workshop, "NIH Fundamentals"—provides an overview to the procedures and policies essential to preparing successful applications to and managing grant awards from the National Institutes of Health.



Practice of Research Administration and Management

The PRAM certificate focuses on the supervision and organization of research activities from an organization management perspective. The core The certificate includes content that is relevant for research managers who are generally at a Director or higher-level within an organization and covers the broad range of activities comprising research operations.

Pre-Award

The best preparation for a successful funding decision is the solid planning and preparation on a 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 on the broad scope of responsibilities 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.

Research Development

The Research Development certificate is designed for specialists who work with researchers to improve the number, size and quality of their grant proposals, and who participate in the development of strategies and practices to enhance and expand the institution's research agenda. The certificate's aims are: 1) to support new and ongoing initiatives that will grow the institution's position in sponsored research; 2) to provide strategic direction and expert support for the institutional research enterprise; 3) to develop investigator capacity to submit more and better individual proposals; 4) to improve the success rate of

content for the certificate emphasizes: leadership development, research administration staffing and management, research and faculty development, innovation and economic development, and integrity and stewardship.

proposals submitted by the institution, especially those targeted to larger, more complex grant programs.

Research Integrity

The Research Integrity certificate provides a foundation for identifying, understanding and addressing the complex ethical dimensions of conducting research. Those completing the certificate program will have obtained a basic understanding of topics associated with research integrity—including cultural aspects, goals for facilitating research integrity and strategies for creating an institutional culture that values ethical and responsible practices in research. Topics addressed may include data ownership and management, social responsibility, animal welfare and human subjects protection, peer review, collaboration, mentoring, authorship, research misconduct, international research and conflict of interest and commitment.

Research Law

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.

Name:	Institution:	Email:
	Clinical Trials and Res	search Administration
C	One (1) full-day workshop and seven (7) (five (5) required sessions;	concurrent sessions from the list below two (2) elective sessions)
	Required V (CTR	•
	Clinical Trials Administration 20 9:00 AM – 5:00 PM late 3	
	Required Must Take (CTR	e Five (5)
*Clinical Trials:	The Industry Perspective	
*Negotiating Clin	nical Trial Agreements with For-Profit (Companies
*Determining Stu	udy Feasibility at Your Site	
*Biorepository as	nd Data Management Considerations for	r Clinical Trials
*Clinical Trials:	Rules and More Rules	
*Clinical Trials I	Budget Negotiations	
*Research Integr	ity: The Institutional Perspective	
	Elective S Must Tak (CTR	e Two (2)
	f the New Common Rule for Internation r 21 1:30 – 2:30 PM	nal Research
Federal Regulation	ng the Organizational Impact of Recent Con & Policy r 21 1:30 – 2:30 PM	Changes in
Ethics – from Nu	listory of Human Research Protections a premburg to St. Kitts r 21 1:30 – 2:30 PM ral 9	und

Name:	Institution:	Email:	
Maintaining Co	Up with ClinicalTrials.gov: A Systematimpliance er 21 3:00 – 4:00 PM	ic Approach in	
Room: Francisc			
	ntiality Agreements - The Basics er 21 4:30 – 5:30 PM Gate 2		
	, Clinical Trials and You er 22 10:30 – 11:10 AM atal 7		
Single IRB (sIR	er 22 1:30 – 2:30 PM	ons for	
Oi	Blank lines reserved for elective a lank lines reserved for elective a lank line write the name of the so		e year.
			

Name:	Institution:	Email:
	Financial M	anagement
(One (1) full-day workshop and eight (8) (five (5) required sessions;	concurrent sessions from the list below three (3) elective sessions)
	Required \(() (FM	
WS13: It's Abou Sunday, October Room: Francisca	20 9:00 AM - 5:00 PM	
	Required Must Take One (1) Sessi (FM	on from Each Category
M406: Indirect C	Administrative Costs (FM- I) ost Rates – A Non-Profit Perspective 21 4:30 – 5:30 PM n C	
Solidifying Intern	ding the Term "Source Documentation" nal Controls r 22 9:00 - 10:00 AM	, AKA the Root of
•	as Audit Preparation r 22 4:30 – 5:30 PM ate 8	
Monitoring and F	ober 23 10:15 – 11:15 AM	ancial Compliance
M208: Post Awar	Financial Management (FM- III) rd Administration for Departmental Admir: 21 1:30 – 2:30 PM ate 6 - 7	ministrators
T308: When to S	tipment/Procurement Standards (FM-top, When to Go: Purchasing and Making 22 1:30 – 2:30 PM	,
for Financial Rep	ober 23 11:30 AM – 12:30 PM	d Movable Equipment

Name:	Institution:	Email:
•	tonitoring (FM- V) t Monitoring – The Basics $1 \mid 10:30 - 11:30 \text{ AM}$	
	Must T	tive Sessions Take Three (3) (FM-E)
— M107: Effective Fis	scal Management of Industry	
Clinical Trials Monday, October 2 Room: Franciscan	21 10:30 – 11:30 AM C pare for and Survive an Audit 1 1:30 – 2:30 PM	 T207: Service Centers: Best Practices to Ensure Compliance and Effectively Monitor Activity Tuesday, October 22 10:30 – 11:30 AM Room: Franciscan D T208: Complex International Budgeting and
 M305: Grants & Coaward Administrate Monday, October 2 Room: Golden Gate 	1 3:00 – 4:00 PM	Accounting Including Subawards and Home Office Overseas: USAID Based Project Example Tuesday, October 22 10:30 – 11:30 AM Room: Continental 9
 M407: Managing S Sponsored Program Monday, October 2 		 T508: Indirect Cost Rates – A Hospital Perspective Tuesday, October 22 4:30 – 5:30 PM Room: Franciscan D
	International Subcontracting 2 9:00 - 10:00 AM 8	 W208: How to Financially Manage at a Statewide and Multi-Campus Department-Level Wednesday, October 23 11:30 AM - 12:30 PM Room: Golden Gate 6 - 7
On ea		ective sessions at future meetings. he session as well as the meeting and the year.

Name:	Institution:	Email:
	Introduction to Research Adn	ninistration and Management
) concurrent sessions from the list below 4) required categories; three (3) elective sessions)
	Required Must Tak (IRA	xe One (1)
	tals of Research Administration & Man er 19 9:00 AM - 5:00 PM	agement
	Required Must Take One (1) Sess (IRA	- ·
M112: Office of	of Sponsored Research Projects (IRA Management and Budget (OMB) Unifor 21 10:30 - 11:30 AM	· ·
	Contracts Accounting for Pre-award Acr 21 3:00 – 4:00 PM ate 6 - 7	dministrators
M409: Confident	in Research Administration (IRAM - I itality Agreements – The Basics r 21 4:30 - 5:30 PM ate 2	
_	ntrol Basics for Research Administrator r 22 10:30 - 11:30 AM ate 4 - 5	rs
M408: Research	Compliance (IRAM-III) Misconduct: A Year in Review r 21 4:30 - 5:30 PM ate 6 - 7	
T107: Understand Solidifying Intern	r 22 9:00 - 10:00 AM	

Name:	Institution:	i 1	Email:	

Elective Sessions Must Take Three (3) (IRAM-E)

- M102: Post Submission to Award Acceptance Monday, October 21 | 10:30 - 11:30 AM Room: Golden Gate 4 - 5
- M103: Working with and Understanding Industry/University Partnerships Monday, October 21 | 10:30 - 11:30 AM Room: Golden Gate 6 - 7
- M106: Subrecipient Monitoring The Basics Monday, October 21 | 10:30 - 11:30 AM Room: Imperial B
- M109: Research Integrity Investigations at the NSF Office of Inspector General Monday, October 21 | 10:30 - 11:30 AM Room: Franciscan D
- M113: Introduction to Doing Proposals with National Aeronautics and Space Administrations (NASA) Monday, October 21 | 10:30 - 11:30 AM Room: Golden Gate 2
- M202: Keep the Wheel Turning: Why Everyone Needs to Be on the Same Page and How to Get Them There Monday, October 21 | 1:30 – 2:30 PM Room: Imperial A
- M207: How to Prepare for and Survive an Audit Monday, October 21 | 1:30 – 2:30 PM Room: Franciscan B
- M208: Post Award Administration for Departmental Administrators Monday, October 21 | 1:30 – 2:30 PM Room: Golden Gate 6 - 7
- M209: Impacts of the New Common Rule for International Research Monday, October 21 | 1:30 – 2:30 PM Room: Franciscan C
- M211: A Brief History of Human Research Protections and Ethics – from Nuremburg to St. Monday, October 21 | 1:30 – 2:30 PM

Room: Continental 9

- M214: National Science Foundation (NSF) Update Monday, October 21 | 1:30 – 2:30 PM Room: Continental 7 - 8
- M308: SBIR/STTR: The Big Challenges with Small Businesses - A University Perspective Monday, October 21 | 3:00 – 4:00 PM Room: Franciscan D

M309: Understanding Text Recycling, AKA "Self-Plagiarism": Findings from an NSF-Funded Study and Implications for RCR Training Monday, October 21 | 3:00 – 4:00 PM

Room: Franciscan C

- M313: National Research Service Award (NRSA) Training Grants: How to Complete the **Budget Forms** Monday, October 21 | 3:00 – 4:00 PM Room: Golden Gate 3
- M402: Collaboration Between the Central Sponsored Programs Office and Department Contract and Grant Administrators Monday, October 21 | 4:30 – 5:30 PM Room: Plaza B
- M403: Best Practices with Foundations: Strategies for Humanities and Social Sciences Monday, October 21 | 4:30 – 5:30 PM Room: Continental 9
- M406: Indirect Cost Rates A Non-Profit Perspective Monday, October 21 | 4:30 – 5:30 PM Room: Franciscan C
- M411: Export Controls and Sanctions Compliance for Higher Education and Scientific Institutions Monday, October 21 | 4:30 – 5:30 PM Room: Franciscan D
- M412: Part 1: Foundations of IACUC and Animal Activities in Research Administration Monday, October 21 | 4:30 – 5:30 PM Room: Golden Gate 8
- T102: Bringing the Budget into Focus with **Proactive Planning** Tuesday, October 22 | 9:00 – 10:00 AM Room: Golden Gate 4 - 5
- T104: Pre Award Decisions that Impact Post Award Tuesday, October 22 | 9:00 - 10:00 AM Room: Imperial B
- T106: Best Practices for Contracts and Grants Administration Working with Departmental Administration Tuesday, October 22 | 9:00 - 10:00 AM

Room: Plaza A

Name: _____ Institution: _____ Email: _____

- T114: A Primer on Preparing Proposals for the National Science Foundation (NSF) Tuesday, October 22 | 9:00 - 10:00 AM Room: Golden Gate 3
- T204: Resolving Mysteries as a Research Administrator
 Tuesday, October 22 | 10:30 – 11:30 AM Room: Imperial B
- T206: Developing Large-Scale, Collaborative Grants
 Tuesday, October 22 | 10:30 – 11:30 AM Room: Franciscan B
- T212: Part 2: IACUC and Research Administration – Why and When Our Paths Cross and How to Improve the Journey Tuesday, October 22 | 10:30 – 11:30 AM Room: Continental 8
- T214: Houston, This National Institutes of Health (NIH) Grant Is in Trouble Tuesday, October 22 | 10:30 – 11:30 AM Room: Golden Gate 6 - 7
- T215: Negotiating Foundation and Non-Profit Awards: Not So Easy Anymore!
 Tuesday, October 22 | 10:30 – 11:30 AM
 Room: Golden Gate 3
- T304: Finding and Applying to Funding Opportunities for and with For-Profit Industry Entities
 Tuesday, October 22 | 1:30 – 2:30 PM
 Room: Continental 9
- T306: Behind the Curtain of Research
 Compliance: A Backstage Look at the Oversight
 and Management of Regulatory Requirements
 and Safety Expectations
 Tuesday, October 22 | 1:30 2:30 PM
 Room: Franciscan D
- T308: When to Stop, When to Go: Purchasing and Making Effective Decisions
 Tuesday, October 22 | 1:30 2:30 PM
 Room: Plaza B
- 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?
 Tuesday, October 22 | 1:30 2:30 PM Room: Golden Gate 8
- T401: Customer Service in Research Administration
 Tuesday, October 22 | 3:00 – 4:00 PM Room: Plaza A

- T403: Consultants, Editors and Lobbyists, Oh
 My! Utilizing Outside Experts and Faculty
 Incentives in Proposal Development
 Tuesday, October 22 | 3:00 4:00 PM
 Room: Plaza B
- T404: Addressing Proposal Pitfalls –
 Department & Central Perspectives
 Tuesday, October 22 | 3:00 4:00 PM
 Room: Imperial B
- T405: Closing the Gap between Pre- and Post-Award Offices
 Tuesday, October 22 | 3:00 4:00 PM
 Room: Imperial A
- T406: Speaking Effectively to a PI Even When You are Married to One Tuesday, October 22 | 3:00 4:00 PM *Room: Golden Gate 8*
- T407: Essentials of Incoming Investigator Transfer
 Tuesday, October 22 | 3:00 – 4:00 PM
 Room: Continental 7
- T409: Allocability Among Multiple Projects: Strategies and Methods for the Departmental Administrator
 Tuesday, October 22 | 3:00 4:00 PM *Room: Franciscan B*
- T413: National Institutes of Health (NIH)
 Change of Recipient Institution
 Tuesday, October 22 | 3:00 4:00 PM
 Room: Golden Gate 2
- T501: Research Administrators are People Too!
 Creating and Maintaining Quality of Life in the Workplace
 Tuesday, October 22 | 4:30 5:30 PM
 Room: Imperial A
- T508: Indirect Cost Rates A Hospital Perspective
 Tuesday, October 22 | 4:30 – 5:30 PM Room: Franciscan D
- T509: Invoicing as Audit Preparation Tuesday, October 22 | 4:30 – 5:30 PM Room: Golden Gate 8
- T514: The Fundamentals of Non-Federal Sponsored Research: The Good, the Bad, and the Ugly Tuesday, October 22 | 4:30 – 5:30 PM Room: Golden Gate 2
- W103: Go Get that Grant: Best Practices for Effective Foundation Proposals Wednesday, October 23 | 10:15 – 11:15 AM Room: Plaza B

Name:	Institution:	Email:
Wednesday, Octob Room: Golden Gar — W114: Think Like	eessful Compliance Program er 23 10:15 – 11:15 AM ee 2 a Fed er 23 10:15 – 11:15 AM	 W212: First Step Toward Proposal Success: Understanding the Agency Review Process Wednesday, October 23 11:30 AM - 12:30 PM Room: Golden Gate 3
On each	· ·	etive sessions at future meetings. The session as well as the meeting and the year.

Name:	Institution:	Email:
	Leade	rship
	One (1) full-day workshop and eight (8) ke one (1) session from each of the six (6)	concurrent sessions from the list below (5) required categories; two (2) elective sessions)
	Required V (LD-	•
*Leader of the I	Future	
	Required Must take six (6) sessions. O (LD-	One (1) from each category
I. *Conflict Ma	nagement (LD- I)	
WS2: Leading V	nagement (LD- II) Wholescale Change and Surviving to Ach per 19 9:00 AM – 5:00 PM ean A	ieve Success
	Research Support Office Ready for the Fuer 21 4:30 – 5:30 PM	ature?
	ata to Support Decision Making in Research 21 \mid 4:30 $-$ 5:30 PM	rch Administration
	Effectively to a PI Even When You are N er $22 \mid 3:00 - 4:00$ PM	Married to One
WS16: Develop	the Workplace (LD-V) sing Emotional Intelligence in the Workpl or 20 9:00 AM – 12:30 PM oran C	
	nd Diversity Issues in Research Managen er 22 1:30 – 2:30 PM	nent

Name:	Institution:	Email:
	Elective S Must Take (LD-	e Two (2)
Technic Leader Saturd Room: — M101: Resear Monda Room: — M201: Candid Effecti Monda Room: — M202: Everyo and Ho Monda Room: — M205: Admir Cultur Monda Room: — M206: M004: M004: M005: M006: M0	Trailblazing Teambuilding: iques for Creating a Purpose-Driven riship Team ay, October 19 1:30 – 5:00 PM Franciscan B What's So Different About rich Management Leadership? ay, October 21 10:30 – 11:30 AM Imperial A Gamification to Interview dates, Train Employees, and Build rive Teams ay, October 21 1:30 – 2:30 PM Franciscan D Keep the Wheel Turning: Why one Needs to Be on the Same Page ow to Get Them There ay, October 21 1:30 – 2:30 PM Imperial A Creating Vibrant Research ristration Teams, No Matter the re, Priorities and Personalities ay, October 21 1:30 – 2:30 PM Plaza A How to Drive Research with Data ray, October 21 1:30 – 2:30 PM Golden Gate 2 Making New Stars Shine: Effective rding and Training of New	 T307: Building Research Administrative Efficiency and Success Using "Lean" Business Best Practices Tuesday, October 22 1:30 – 2:30 PM Room: Golden Gate 4 - 5 T401: Customer Service in Research Administration Tuesday, October 22 3:00 – 4:00 PM Room: Plaza A T402: Institutional Training in Research Administration to Empower Young Professionals Tuesday, October 22 3:00 – 4:00 PM Room: Golden Gate 4 - 5 T408: Succession Planning: The Who, What, When, Where, Why and How Tuesday, October 22 3:00 – 4:00 PM Room: Franciscan D T501: Research Administrators are People Too! Creating and Maintaining Quality of Life in the Workplace Tuesday, October 22 4:30 – 5:30 PM Room: Imperial A W106: SRAI Leadership Awareness Wednesday, October 23 10:15 – 11:15 AM Room: Continental 7 W107: A Case Study: Applying a Lean Management System to the Central Research Administration Office Wednesday, October 23 10:15 – 11:15 AM Room: Golden Gate 6 - 7

Blank lines reserved for elective sessions at future meetings.

On each blank line write the name of the session as well as the meeting and the year.

Name:	Institution:	Email:
	National Institutes of Health	(NIH) Grants Fundamentals
	One (1) full-day workshop and six (6) of (three (3) required sessions;	
	Required V (NIH	-
	Institutes of Health (NIH) Fundamentals 20 9:00 AM - 5:00 PM an B	
	Required Must Take Three (3) sessions. (NIH	One (1) from Each Category
National Institut	ein National Research Service Award (Nes of Health (NIH) Research Training Ger 20 9:00 AM – 12:30 PM	, I
	Management and Budget Uniform Guid er 21 10:30 - 11:30 AM	lance
	ccess Policy: Accelerating the Delivery of 21 10:30 – 11:30 AM	of Tomorrow's Advancements
Organizations, a	nts Review Policy for Grants to Foreign and Domestic Grants with Foreign Comp or 21 1:30 – 2:30 PM Gate 8	
M310: Keeping Maintaining Cor	Up with ClinicalTrials.gov: A Systematinpliance or 21 3:00 – 4:00 PM	c Approach in
T413: National I	nstitutes of Health (NIH) Change of Rec er 22 3:00 – 4:00 PM	eipient Institution
III Compliance	(NIH-III)	

III. Compliance (NIH-III)
M412: Part 1: Foundations of IACUC and Animal Activities in Research Administration

Monday, October 21 | 4:30 – 5:30 PM

Room: Golden Gate 8

Name:	Institution:	Email:
and How to Imp	ACUC and Research Administration – Why prove the Journey er 22 10:30 – 11:30 AM atal 8	and When Our Paths Cross
	Elective So Must Take Three (3). Select an Additionany of the Sessions	nal Session from Any Category OR
How to Comple	Research Service Award (NRSA) Training te the Budget Forms er 21 3:00 – 4:00 PM Gate 3	g Grants:
	that National Institutes of Health (NIH) Ger 22 10:30 – 11:30 AM Gate 6 - 7	rant Is in Trouble
Expanding Land	reased Appropriations to NIH and NIA, Hodscape of Alzheimer's Disease & Related I er 22 1:30 – 2:30 PM Gate 8	
W114: Think L Wednesday, Oc Room: Golden	tober 23 10:15 – 11:15 AM	
0.	Blank lines reserved for elective n each blank line write the name of the ses.	

Name:	Institution:	Email:
	Practice of Research Admin	istration and Management
	One (1) half-day workshop and eight (8) (must take one (1) session from each of three (3) elective session	of the five (5) required categories and
	Required V (PRA)	•
and Manageme	Bang Approach to the Practice of Research ent (requires an application) per 20 1:30 - 5:00 PM er Gate 4 - 5	Administration
	Required	
	Must Tak	
	One (1) from E (PRA)	~ ·
I. Leadership	Development (PRAM-I)	
M101: What's	so Different About Research Managemen	t Leadership?

Monday, October 21 | 10:30 – 11:30 AM

Room: Imperial A

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

Tuesday, October 22 | 9:00 - 10:00 AM

Room: Imperial A

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

Tuesday, October 22 | 3:00 – 4:00 PM

Room: Franciscan D

II. Research Administration Staffing & Management (PRAM-II)

 M105: Is a Shared Research Administration Model Right for You? Exploring a Collaborative, Creating and Contemporary Approach to Research Administration Monday, October 21 | 10:30 – 11:30 AM

Room: Continental 7 - 8

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

Monday, October 21 | 1:30 – 2:30 PM

Room: Plaza A

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

Monday, October 21 | 3:00 – 4:00 PM

Room: Imperial A

- M405: Making New Stars Shine: Effective Onboarding and Training of New Employees Monday, October 21 | 4:30 – 5:30 PM Room: Continental 7 - 8
- T104: Pre-Award Decisions that Impact Post Award Tuesday, October 22 | 9:00 – 10:00 AM

Room: Imperial B

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

Tuesday, October 22 | 10:30 – 11:30 AM

Room: Plaza B

— T307: Building Research Administration Efficiency and Success Using "Lean" Business **Best Practices**

Tuesday, October 22 | 1:30 – 2:30 PM

Room: Golden Gate 4 - 5

Name: _____ Institution: _____ Email: _____

- T404: Addressing Proposal Pitfalls Department & Central Perspectives
 Tuesday, October 22 | 3:00 4:00 PM
 Room: Imperial B
- T505: Achieve High Level Service to Faculty and Increased Compliance through a Shared Service Organization
 Tuesday, October 22 | 4:30 5:30 PM
 Room: Golden Gate 6 7

III. Research & Faculty Development (PRAM-III)

- M403: Best Practices for Foundations: Strategies for Humanities and Social Sciences Monday, October 21 | 4:30 – 5:30 PM Room: Continental 9
- M404: Is Your Research Support Office Ready for the Future?
 Monday, October 21 | 4:30 5:30 PM Room: Franciscan B
- T113: Ensuring Research Evaluation is Meaningful, Responsible and Effective: Introducing the Work of the INORMS Research Evaluation Working Group Tuesday, October 22 | 9:00 – 10:00 AM Room: Golden Gate 8

- T507: Risk and Crisis Management Planning: From Shutdowns to Shooters
 Tuesday, October 22 | 4:30 – 5:30 PM
 Room: Plaza B
- W108: Improving Operations, Internal Controls and Financial Compliance Monitoring and Review
 Wednesday, October 23 | 10:15 11:15 AM Room: Franciscan C
- T206: Developing Large-Scale, Collaborative Grants
 Tuesday, October 22 | 10:30 – 11:30 AM Room: Franciscan B
- T314: With Increased Appropriations to NIH and NIA, How Can I Play a Role in the Expanding Landscape of Alzheimer's Disease & Related Dementia Research?
 Tuesday, October 22 | 1:30 2:30 PM Room: Golden Gate 8
- T403: Consultants, Editors and Lobbyists, Oh
 My! Utilizing Outside Experts and Faculty
 Incentives in Proposal Development
 Tuesday, October 22 | 3:00 4:00 PM
 Room: Plaza B
- T504: Building Research Capacity for Reluctant, Inexperienced, Inactive or Discouraged Investigators
 Tuesday, October 22 | 4:30 – 5:30 PM Room: Franciscan C

IV. Innovation & Economic Development (PRAM-IV)

- M103: Working with and Understanding Industry/University Partnerships
 Monday, October 21 | 10:30 – 11:30 AM Room: Golden Gate 6 - 7
- M204: Innovative Ways to Establish Collaborative Partnerships with Industry Monday, October 21 | 1:30 – 2:30 PM Room: Golden Gate 3
- T112: Knowledge Exchange, Economic Development, Societal Impact: Can They be Reasonably Measured?

V. Integrity & Stewardship (PRAM-V)

 M109: Research Integrity Investigations at the NSF Office of Inspector General Monday, October 21 | 10:30 – 11:30 AM Room: Franciscan D

- Tuesday, October 22 | 9:00 10:00 AM *Room: Golden Gate 8*
- T210: Patents and IP Protections: Why They Matter to Us
 Tuesday, October 22 | 10:30 11:30 AM Room: Franciscan C
- T513: Knowledge Mobilization: Developing an Institutional Strategy that Works for You Tuesday, October 22 | 4:30 5:30 PM Room: Imperial B
- M210: Navigating the Organizational Impact of Recent Changes in Federal Regulation and Policy
 Monday, October 21 | 1:30 – 2:30 PM

Room: Plaza B

Name:	Institution:	Email:
Monday, Oct Room: Golde — M408: Resea Monday, Oct Room: Golde — M410: Addre Influence on Emerging Cri	rch Misconduct: A Year in Review ober 21 4:30 – 5:30 PM in Gate 6 – 7 essing Concerns Regarding Foreign US Research: A Look at an itical Issue ober 21 4:30 – 5:30 PM	 T111: Research Misconduct: A Global Concern Tuesday, October 22 9:00 – 10:00 AM Room: Franciscan D T310: Senior Topics in Export Controls Compliance Tuesday, October 22 1:30 – 2:30 PM Room: Golden Gate 2 T410: Death by Committee and Other Research Admin Hazards Tuesday, October 22 3:00 – 4:00 PM Room: Franciscan C T512: Sharpening Research Compliance: Heightened Awareness with a Self-Guided Risk Assessment Tuesday, October 22 4:30 – 5:30 PM Room: Golden Gate 3
	lust Take Three (3) from Any Categ (PR Blank lines reserved for elec	e Sessions ory Under the PRAM Session List above AM-E) tive sessions at future meetings. session as well as the meeting and the year.

Name:	Institution:	Ema	iil:

Pre-Award	
Two (2) half-day workshops and five (5) concurrent sessions from the list bel (four (4) required sessions; one (1) elective session)	low
Required Workshops Must Take Two (2) (PA-R)	
WS17: Proposal Development: Pre-Award Overview Sunday, October 20 9:00 AM – 12:30 PM Room: Continental 7 - 8	
WS24: Proposal Budget Development: Building a Basic Grant Budget Sunday, October 20 1:30 – 5:00 PM <i>Room: Continental 7 - 8</i>	
Required Sessions Must Take Four (4) (PA-R)	
M102: Post Submission to Award Acceptance Monday, October 21 10:30 – 11:30 AM Room: Golden Gate 4 - 5	
T104: Pre-Award Decisions that Impact Post Award Tuesday, October 22 9:00 – 10:00 AM Room: Imperial B	
T305: Turning Over Every Rock – Strategic Approach to Secure Research Funding Tuesday, October 22 1:30 – 2:30 PM <i>Room: Imperial A</i>	
W203: The Electronic Research Administration (eRA) Landscape: Approaching Strategically Wednesday, October 23 11:30 AM – 12:30 PM Room: Plaza B	
Elective Sessions Must Take One (1) (PA-E)	
M113: Introduction to Doing Proposals with National Aeronautics and Space Administrations (NASA) Monday, October 21 10:30 – 11:30 AM Room: Golden Gate 2	

Name: _____ Email: _____

lame:	Institution:	Email:	
M203: Grant Training for Successfully Submit a Promoday, October 21 1: Room: Imperial B		lty on How to	
M303: Getting an Award Monday, October 21 3: Room: Imperial B	d: It is More than Finding a Suitab 00 – 4:00 PM	ble Funding Opportunity	
M304: Framework for as Monday, October 21 3: <i>Room: Plaza A</i>	n Internal Grant Review Program 00 – 4:00 PM		
T114: A Primer on Prepa Tuesday, October 22 9: Room: Golden Gate 3	aring Proposals for the National S $00-10{:}00~{ m AM}$	science Foundation (NSF)	
T405: Closing the Gap E Tuesday, October 22 3: Room: Imperial A	Between Pre- and Post- Award Off 00 – 4:00 PM	fices	
W103: Go Get that Gran Wednesday, October 23 Room: Plaza B	t: Best Practices for Effective Fou 10:15 – 11:15 AM	undation Proposals	
W212: First Step Toward Wednesday, October 23 Room: Golden Gate 3	d Proposal Success: Understandin 11:30 – 12:30 PM	ng the Agency Review Process	
On each bl	Blank lines reserved for elective ank line write the name of the ses	e sessions at future meetings. ssion as well as the meeting and the	e year.

Name:	Institution:	Email:

Research Development

Two (2) half-day workshops and seven (7) concurrent sessions from the list below (must take four (4) required sessions; three (3) elective sessions)

Required Workshops Must Take Two (2) (RD-R)

*Fundamentals of Research Development	
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Required Sessions Must Take One (1) Session from Each Category (RD-R)

I. Proposal Development: Overview and Proposal Components (RD- I)

- M113: Introduction to Doing Proposals with National Aeronautics and Space Administrations (NASA)
 Monday, October 21 | 10:30 11:30 AM Room: Golden Gate 2
- M214: National Science Foundation (NSF)
 Update
 Monday, October 21 | 1:30 2:30 PM
 Room: Continental 7 8
- M415: My Friend NOAA: Quick Introduction
 Monday, October 21 | 4:30 – 5:30 PM Room: Golden Gate 3
- T114: A Primer on Preparing Proposals for the National Science Foundation (NSF) Tuesday, October 22 | 9:00 – 10:00 AM
 Room: Golden Gate 3

II. Developing Investigator Capacity (RD - II)

- M203: Grant Training for Dummies –
 Working with Faculty on How to
 Successfully Submit a Proposal
 Monday, October 21 | 1:30 2:30 PM
 Room: Imperial B
- T103: Sponsored Programs and Research Outreach at Primarily Undergraduate Institutions to Support Faculty Success: Best Practices and Lessons Learned Tuesday, October 22 | 9:00 – 10:00 AM Room: Continental 7

- T514: The Fundamentals of Non-Federal Sponsored Research: The Good, the Bad, and the Ugly Tuesday, October 22 | 4:30 5:30 PM *Room: Golden Gate 2*
- W103: Go Get that Grant: Best Practices for Effective Foundation Proposals Wednesday, October 23 | 10:15 – 11:15 AM
 - Room: Plaza B
- W212: First Step Toward Proposal Success: Understanding the Agency Review Process
 Wednesday, October 23 | 11:30 AM – 12:30 PM
 Room: Golden Gate 3
- T403: Consultants, Editors and Lobbyists,
 Oh My! Utilizing Outside Experts and
 Faculty Incentives in Proposal
 Development
 Tuesday, October 22 | 3:00 4:00 PM
 Room: Plaza B
- T504: Building Research Capacity for Reluctant, Inexperienced, Inactive or Discouraged Investigators
 Tuesday, October 22 | 4:30 – 5:30 PM
 Room: Franciscan C

^{*}Strategic Planning for Institutional and Individual Research Development

Institution:	Email:
-Scale, Collaborative Grants	
ow Where You are Going, where Else: How to Manage Not a Project Manager	 T303: Implementing a Strategic Plan to Accelerate Outcomes: An Organization Case-Study Tuesday, October 22 1:30 – 2:30 PM Room: Franciscan B T513: Knowledge Mobilization: Developing an Institutional Strategy that Works for You Tuesday, October 22 4:30 – 5:30 PM Room: Imperial B
Must Tak	e Sessions te Three (3) D-E)
30 – 2:30 PM d: It Is More than Finding a tunity 00 – 4:00 PM ext Recycling, AKA "Selfom an NSF-Funded Study R Training	 M311: Leveraging Open Researcher and Contributor ID (ORCID) to Build Partnerships and Improve Research Evaluation Monday, October 21 3:00 – 4:00 PM Room: Golden Gate 8 M403: Best Practices with Foundation: Strategies for Humanities and Social Sciences Monday, October 21 4:30 – 5:30 PM Room: Continental 9 M413: Using Data to Support Decision Making in Research Administration Monday, October 21 4:30 – 5:30 PM Room: Imperial B
v	ive sessions at future meetings. session as well as the meeting and the year.
	Large-Scale Projects (RD-III) e-Scale, Collaborative Grants 0:30 – 11:30 AM Lent Management and Infrastr ow Where You are Going, where Else: How to Manage Not a Project Manager 0:30 – 11:30 AM Elective Must Tak (R) esearch with Data eson – 2:30 PM d: It Is More than Finding a tunity eson – 4:00 PM ext Recycling, AKA "Self- om an NSF-Funded Study R Training eson – 4:00 PM Blank lines reserved for elect

Name:	Institution:	 Email:	

Research Integrity

One (1) half-day workshop and six (6) concurrent sessions from the list below (must take one (1) session from each of the six (6) required categories)

Required Workshop (RI-R)

*Introduction to Research Integrity

Research Integrity Categories Must take one session from each of six (6) categories below (RI-R)

I. Research Integrity General (RI-I)

 M109: Research Integrity Investigations at the NSF Office of Inspector General Monday, October 21 | 10:30 - 11:30 AM

Room: Franciscan D

— M408: Research Misconduct: A Year in

Review

Monday, October 21 | 4:30 - 5:30 PM

Room: Golden Gate 6 - 7

— T111: Research Misconduct: A Global Concern Tuesday, October 22 | 9:00 - 10:00 AM

Room: Franciscan D

II. Research Protections and Compliance Review Boards (RI-II)

WS27: 9 Months Later: Experience of Living with the New Common Rule for Research Administration and Compliance Staff Sunday, October 20 | 1:30 – 5:00 PM Room: Golden Gate 6 - 7

M209: Impacts of the New Common Rule for International Research

Monday, October 21 | 1:30 - 2:30 PM

Room: Franciscan C

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

Policy

Monday, October 21 | 1:30 - 2:30 PM

Room: Plaza B

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

Monday, October 21 | 1:30 - 2:30 PM

Room: Continental 9

 M412: Part 1: Foundations of IACUC and Animal Activities in Research Administration Monday, October 21 | 4:30 - 5:30 PM Room: Golden Gate 8

 T212: Part 2: IACUC and Research Administration – Why and When Our Paths Cross and How to Improve the Journey Monday, October 22 | 10:30 - 11:30 AM

Room: Continental 8

 T313: How Much Does That Cost? Costing Considerations for Single IRB (sIRB) Review Tuesday, October 22 | 1:30 - 2:30 PM

Room: Golden Gate 6 - 7

III. Data Management (RI-III)

T311: Always Use Protection: Play Your Role!
 Tuesday, October 22 | 1:30 - 2:30 PM

Room: Continental 8

— T411: Big Data in Research

Tuesday, October 22 | 3:00 – 4:00 PM

Room: Continental 8

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

Tuesday, October 22 | 4:30 - 5:30 PM

Room: Plaza A

Name:	Institution:	Email:
T110: Confront	consibility (RI-IV) sing Conflicts: Identifying and Managing oer 22 9:00 - 10:00 AM can B	Conflicts of Interest in Research
M309: Underst NSF-Funded St	Publication or Peer Review (RI-V) anding Text Recycling, AKA "Self-Plag rudy and Implications for RCR Training per 22 3:00 - 4:00 PM can C	arism": Findings from an
Issues in RecCompliance Monday, OcRoom: Cont T306: Behin Compliance and Manage and Safety F Tuesday, OcRoom: Fran T512: Sharp Heightened Assessment	lucting Research Across Borders: search Administration and tober 21 3:00 – 4:00 PM inental 7 - 8 Id the Curtain of Research A Backstage Look at the Oversight ment of Regulatory Requirements expectations stober 22 1:30 - 2:30 PM ciscan D ening Research Compliance: Awareness with a Self-Guided Risk- stober 22 4:30 – 5:00 PM	 W107: A Case Study: Applying a Lean Management System to the Central Research Administration Office Wednesday, October 23 1:30 - 2:30 PM Room: Golden Gate 6 - 7 W210: Beyond Resistance: Institutionalizing Research Ethics in a Mega-University Wednesday, October 23 11:30 AM - 12:30 PM Room: Golden Gate 2
O		ive sessions at future meetings. ession as well as the meeting and the year.

Name:	Institution:	Email:	

Research Law

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

Required Workshop (RL-R)

WS14: Introduction to Research Law Sunday, October 20 | 9:00 AM – 5:00 PM

Room: Imperial A

Research Law Categories Must take a total of five (5) sessions.

Four (4) required sessions from each of the required categories; and one (1) elective from any category.

I. Parties and Players (RL-I)

- M109: Research Integrity Investigations at the NSF Office of Inspector General Monday, October 21 | 10:30 – 11:30 AM Room: Franciscan D
- M209: Impacts of the New Common Rule for International Research Monday, October 21 | 1:30 – 2:30 PM Room: Franciscan C
- M214: National Science Foundation (NSF)
 Update
 Monday, October 21 | 1:30 2:30 PM
 Room: Continental 7 8
- M308: SBIR/STTR: The Big Challenges with Small Businesses - A University Perspective Monday, October 21 | 3:00 – 4:00 PM
 Room: Franciscan D
- M408: Research Misconduct: A Year in Review
 Monday, October 21 | 4:30 5:30 PM
 Room: Golden Gate 6 7
- M409: Confidentiality Agreements The Basics
 Monday, October 21 | 4:30 – 5:30 PM
 Room: Golden Gate 2
- T408: Succession Planning: The Who, What, When, Where, Why and How Tuesday, October 22 | 3:00 4:00 PM Room: Franciscan D

II. Intellectual Property (RL-II)

T210: Patents and IP Protection: Why They Matter to Us
 Tuesday, October 23 | 10:30 – 11:30 AM Room: Franciscan C

T411: Big Data in Research Tuesday, October 23 | 3:00 – 4:00 PM Room: Continental 8

III. Contract and Grants (RL-III)

WS8: Negotiating Clinical Trial Agreements with Industry
 Saturday, October 19 | 9:00 AM – 12:30 PM
 Room: Golden Gate 8

- M308: SBIR/STTR: The Big Challenges with Small Businesses - A University Perspective Monday, October 21 | 3:00 – 4:00 PM Room: Franciscan D
- T109: Confidentiality Agreements Beyond the Basics
 Tuesday, October 22 | 10:30 11:30 AM
 Room: Franciscan C

Name	: Institution:	Email:
— W R R S R R M N N M R R M N M R R M N M R R M N M R R M N M R R M N M R R M N M R M M N M R M M N M R M M N M M R M M M M	Ablic Policy, Compliance and Ethics (RL-IV) (7S4: Understanding the Federal Acquisitions egulations (FAR) (F	 M409: Confidentiality Agreements - The Basics Monday, October 21 4:30 – 5:30 PM Room: Golden Gate 2 M411: Export Controls and Sanctions Compliance for Higher Education and Scientific Institutions Monday, October 21 4:30 – 5:30 PM Room: Franciscan D T310: Senior Topics in Export Controls Compliance Tuesday, October 22 1:30 – 2:30 PM Room: Golden Gate 2 T510: Demystifying General Data Protection Regulation (GDPR) - Requirements for Research Institutions Tuesday, October 22 4:30 – 5:30 PM Room: Plaza A
		ctive sessions at future meetings. c session as well as the meeting and the year.