



**NCURA Region 1 Spring Meeting
Conference Brochure**

**April 29 – May 2, 2001
Radisson Hotel Burlington
Burlington, VT**

**NCURA REGION I SPRING MEETING
APRIL 29 - MAY 2, 2001
BURLINGTON, VERMONT**

Workshops

Sunday, April 29, 1:00pm

❖ **Hot Topics in Compliance**

This half-day workshop will focus on a variety of hot research compliance issues that recently have moved to the "front burner" nationally. This will include financial and cost compliance areas such as cost sharing, effort reporting and financial status reporting along with a review of the recent federal clarification around cost sharing and its impact. Scrutiny on clinical research, including IRB issues, clinical trials costing and billing will also be discussed. The faculty will provide first-hand experiences based on recent actual cases involving institutions that have developed successful strategies for managing compliance problems and risk. Participants will be encouraged to share their own experiences during this interactive workshop so that everyone comes away with fresh perspectives and ideas for strategies that have worked.

Faculty: **Mark Daniel**, KPMG Consulting; **Charlie Tardivo**, KPMG Consulting

❖ **Budgeting Basics**

Budget development, preparation, and management are essential skills for research administrators. Often, however, administrators learn these skills as they go with no coordinated, comprehensive approach to understanding the entire process. This workshop is designed for those new to the grant process or those that need a refresher. This session will review the various cost standards and allocation principles, discuss problems and misconceptions in developing budgets and present simple formulas for preparing project budgets. The focus will be on preparing budgets for federal grants.

Faculty: **Tony Rufo**, Dana-Farber Cancer Institute, **Lee Picard**, Brandeis University

Plenary Session

Monday, April 30, 9:00am

❖ **Office of Research Integrity (ORI) Update**

The ORI promotes integrity to biomedical and behavioral research by the Public Health Service at about 4,000 institutions worldwide. ORI monitors institutional investigations of research misconduct and facilitates the responsible conduct of research through educational, preventive, and regulatory activities. Join Director Chris Pascal as he takes us through the agency and discusses the agency's role in assisting institution's compliance with PHS regulations.

Faculty: **Chris Pascal**, J.D., Ph.D., Acting Director, Office of Research Integrity

Concurrent Sessions

Monday, 10:30am

❖ **National Research Service Awards Fellowships and Training Grants**

This session will explore policies and procedures for the National Research Service Award (NRSA) institutional training grants and fellowship programs supported by the NIH. The session will include an overview of the NRSA guidelines, information about the administrative and financial requirements for the programs, helpful hints on preparing applications, a discussion of payback requirements, and a discussion of the systems under development for submitting appointment forms and fellowship applications electronically. At the end of the session, participants should have a firm grasp of the administrative and financial requirements for training grants and fellowships.

Faculty: **Marcia L. Hahn**, Grants Management Analyst, National Institute of General Medical Sciences, National Institutes of Health; **Kathy Springmann**, Grants Management Analyst, National Institute of General Medical Sciences, National Institutes of Health

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❖ **Misconduct in Science-from the Institution's Perspective**

This session is designed to be a great follow-on to the morning's plenary session. This group of senior research administrators will provide you with strategies for identifying and managing Misconduct in Science allegations, including draft policies and procedures. Review and analysis of compliance risks associated with lack of infrastructure and oversight. If time permits, the faculty will also cover Conflict of Interest compliance issues.

Faculty: **John Kavanagh**, Dartmouth College; **Jim Grayson**, Beth-Israel Deaconess Hospital

Monday, Noon

Keynote Speaker (invited)
President Judith Ramaley
University of Vermont

Monday, 1:30pm

❖ **Biotechnology Companies and Academic Institutions**

The presenter of this session has worked "both sides of the fence"—first as a research administrator—then as licensor of university technology—landing in private industry as a R&D Director. David will share his experiences with us and explore the unique issues to be addressed when academics and the biotechnology industry meet.

Faculty: **David Entin**, Director of Research and Development Operations, EntreMed, Inc.

❖ **Assessing the Impact of PRD-4: Meaningful Change or Unfilled Promise?**

This session will discuss the impact of PRD-4. Will the legacy of PRD-4 be lasting and meaningful change or unfilled promise. This session will discuss President Clinton's Executive Order and the second, and final report of the President's National Science and Technology Council (NSTC) issued in January 2001. It will also focus on the January 5th OMB clarification of Federal policies related to Cost Sharing and Graduate student tuition remission and discuss what these changes may mean for

institutions. Will the clarification make any real difference? Join us for this session and let us know what you think.

Faculty: **Pat Fitzgerald**, MIT

Monday, 3:30pm

❖ **Understanding F&A Costs**

This session will provide a high level, simplified view of indirect costs including a brief review of the history of federal F&A policies and how an indirect cost rate is developed and calculated. The objective is to offer an understanding of indirect costs in order to explain and defend the validity and need for these real costs to be reimbursed to your institution.

Faculty: **Mark Daniel**, KPMG Consulting; **Charlie Tardivo**, KPMG Consulting

❖ **Communication Between Departments and Central Administration Offices**

This interactive session will consider the often sensitive topic, communication between administrators in departments and central administration offices. Panelists representing both sides will share experiences and provide practical strategies to improve relationships through communications.

Faculty: **Sally Tremaine**, Yale University; **Tom Richardson**, Harvard Medical School

Tuesday, May 1, 8:30am

❖ **Does the IRB Help Protect Human Subjects: The Idea Behind Paperwork**

This session will cover both a short history and the intent of IRB review, focusing on new guidelines to ensure proper education for those involved in human experimentation. Issues that prompted new initiatives such as OPRR suspensions and Jessie Gelsinger, a summary and intent of changes at the federal level and thoughts on future areas of legislation will be discussed. Find out what it all means in a practical sense to research administration, what it all means to the subjects volunteering for research and what it all means to you! A lively

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interactive session will be encouraged!

Faculty: **Carolyn Connelly**, Ph.D., Director, Office for Research Subject Protection, Harvard Medical School

❖ **Financial Issues for PreAward Staff**

This session will highlight many of the compliance problems that are created for post award staff when their available resources are not taken into account during the award negotiation process. Issues such as invoicing, reporting and closeout will be discussed.

Faculty: **Barbara Cole**, Boston University; **Dick McNeil**, Northeastern University; **Marcia Smith**, Massachusetts General Hospital

Tuesday, 10:00am

❖ **New System Implementation or Who Moved My Cheese?**

This panel will provide a lively discussion of Grants, Human Resource and Financial System implementations at various institutions from an implementation "lessons learned" methods of communication and organizational structures that worked or didn't work and the challenges of achieving consensus among various faculty within each school. At a time when systems implementations are increasing demands on Sponsored Research Administrators, experienced panelists will offer specific suggestions for coping with the conversion to a new system.

Faculty: **Paul O'Keefe**, UMASS Boston; **Diane Baldwin**, Harvard University; **John Maloney**, Yale University; **Shannon Connell**, Harvard University

❖ **Material Transfer Agreements: Who Needs Them? Who Wants Them? Why Do Them?**

Whether you are the Provider or a Recipient, Material Transfer Agreements (MTAs) are frustrating everyone. This session will provide an update on the implementation of the "NIH Principles and Guidelines on Obtaining and Disseminating Biomedical Research Resources." The panel will discuss various efforts to streamline the material transfer process, and provide insightful suggestions for negotiation strategies. Accommodating Bayh-

Doyle requirements, the immediacy of faculty needs, and institutional obligations are featured topics. Audience insights and participation will be encouraged.

Faculty: **Ada L.M. Watson**, Dana-Farber Cancer Institute; **Joyce Brinton**, Director, Office for Technology and Trademark Licensing, Harvard University; **Maria Lossky**, Industry Agreement Associate, Corporate Sponsored Research and Licensing, Massachusetts General Hospital; **Carolyn L. Beaty**, Paralegal, Office of Intellectual Property Counsel, Massachusetts Institute of Technology.

Tuesday, 12:30pm

❖ **NSF Update**

The 2001 edition of new developments at NSF-- programs, policies, people and budget.

Faculty: **Jean Feldman**, Head, Policy Office, National Science Foundation

❖ **Managing Relationships with Stakeholders: Communications**

This session will focus on how to communicate effectively within the various organizational components, including different levels of institutional administration and external stakeholders. Included is a discussion on how to manage these relationships and deal with the multiple agendas of the different players such as inventors, deans, grants and contracts and vice presidents within the institution. The various tools to communicate will be overviewed describing what works best for different situations. This session will include perspectives from both a small and large institution.

Faculty: **William Corbett**, Dana-Farber Cancer Institute; **Richard Keogh**, Rhode Island College

Plenary Sessions

Tuesday, 2:00pm

❖ **OMB Update**

OMB Circulars are continually being revised. If it's not A-21, it's A-133, A-110 or A-122. This session

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will cover what is currently happening and why. What does the future hold? If you've got questions and want to ask why, this is your chance.

Faculty: OMB Representative (TBA)

Tuesday, 3:30pm

❖ **NIH Update**

Join us to learn the most recent administrative and policy issues for NIH grantees.

Faculty: **Chip Groh**, Division of Grants Policy, OPERA, OER, National Institutes of Health

Wednesday, 9:00am

Region I Business Breakfast Meeting

Join President-elect John Case and the Chair of Region I, Bill Corbett for an update on Regional and National activities.

Social Events

While education is a large part of our regional meeting, we invite you to attend the social events for fun and networking!

Sunday, April 29th

5:00pm - 7:00pm
Opening Reception

9:00pm
Hospitality Suite

Meet your colleagues after hours in the Hospitality Suite, where new and long-time NCURA members gather.

Monday, April 30th

Noon-1:30pm
Luncheon
Keynote Speaker

8:00pm

Hospitality Suite

Tuesday, May 1st

11:30pm-12:30pm
Luncheon

5:15pm-6:30pm
Pre-Banquet Reception

6:30pm-9:00pm
Banquet

Cruise Lake Champlain aboard the 500 passenger Spirit of Ethan Allen II, Lake Champlain's largest cruise ship.

9:30pm
Hospitality Suite

General Information

Location and Lodging

The conference will be held at the Radisson Hotel Burlington. Blocks of rooms have been reserved at the hotel. When reserving rooms mention "NCURA/NSF Conference" in your request.

Radisson Hotel Burlington
60 Battery Street
Burlington, Vermont
Phone: 802.658.6500
Fax: 802-658.4659
Email: radisson@together.net
Website: www.radisson.com

All rooms are either single or double occupancy with a rate of \$99 per night for either. Rooms must be reserved by March 30, 2001. Check in time is 3:00pm and check-out time is 12:00 noon.



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Parking

For those who will be driving to the conference parking at the hotel is available for a discounted rate of \$3 per car per day for overnight guests. Standard garage fee is up to \$5.50 per car per day.

What to Wear

Dress for the conference is casual – no suits & ties—no heels! The weather in Burlington can be changeable so plan to bring clothing that will allow you to dress in layers.

To Register

Standard Mail

Please complete and send the registration form to:

Louise Griffin
University of Massachusetts Lowell
600 Suffolk Street
Second Floor South
Lowell, MA 01854
978-934-4705

FAX

You may also fax your registration to 978-453-6586.

Please note the registration confirmations are NOT sent.

On-line Registration (NEW!!!)

We are now able to accept credit card payment via on-line registration through the national office. Please go to www.ncura.edu Click on Education and Events and follow the links to NCURA Region I Spring Meeting.

Or go to:
<https://www.ncura.edu/Conferences/RegistrationFF.asp?CnflID=43>

Registration Fees

The registration fee of \$225 covers admission to the

Sunday night reception, all plenary and concurrent sessions on Monday, Tuesday and Wednesday; the Tuesday night banquet; continental breakfast and

lunch on Monday and Tuesday; full breakfast on Wednesday and distributed written materials. If you wish to bring a guest to the Tuesday night banquet

you may include an additional payment of \$50 when you register.

Single Day Registration

You may also register for any single day's session or a combination of days. Each single fee includes all sessions and lunch for that day. Day registrants who wish to attend the Tuesday night banquet must purchase a separate ticket at an additional cost of \$50.

Workshop Fees

Registration fees are listed on the Registration Form.

Membership Renewal

Members registering for the conference may renew their memberships at time of registration by enclosing due payment with registration fees. See the registration form for details.

Registration Cancellation

Refunds will be made for written cancellations received by April 22, 2001. Refunds will not be made until after the meeting.

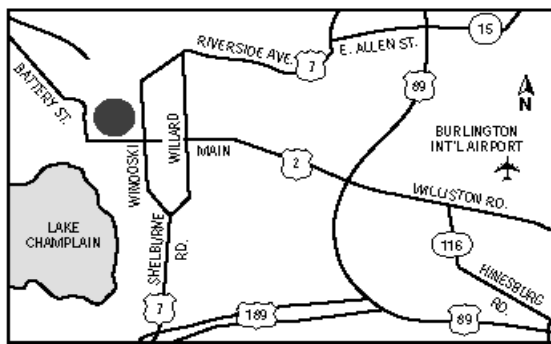
About Burlington

How to get there

Burlington International Airport is just ten minutes away, with complimentary transportation upon request. Vermont has a sophisticated transportation system served by six regional airports (three of them international), a highly rated interstate network, well maintained state roads and four ferries between New York and Vermont.

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Burlington, Vermont



The Burlington area is rich in history, culture, arts, natural beauty, and educational tradition. One can easily find something to do, whether it's enjoying a late lunch on Church Street's pedestrian Marketplace, taking a stroll along trails of historic Shelburne Farms, or enjoying a Vermont Expos baseball game on a warm, summer evening. Historical sites, famous attractions and world renowned ski areas are a short drive away. We're a 30 minute ferry ride from upstate New York; 5 minutes from the University of Vermont; 1 hour 20 minutes from Montreal and 3 ½ hours from Boston.

2001 Regional Meeting Planning Committee

Meeting Co-Chairs

Louise Griffin

University of Massachusetts Lowell

Vivian Holmes

Harvard Medical School

Planning Committee

Shannon Connell

Harvard University

Pauline DePari

*Harvard Pilgrim Health Care and
Harvard Medical School*

Gregory O'Brien

Northeastern University

Ben Prince

Meyers Primary Care Institute

Tony Rufo

Dana-Farber Cancer Institute

Ada Watson

Dana-Farber Cancer Institute



Registration Form (must be received by April 22, 2001)

NCURA – Region I

REGISTRATION INSTRUCTIONS

1. Full registration includes admission to the Opening Reception, Tuesday night banquet and all plenary and concurrent sessions on Monday and Tuesday, continental breakfast and lunch on Monday and Tuesday and full breakfast on Wednesday.
2. Please clearly PRINT or TYPE the information exactly as it should appear on your badge.
3. Checks made payable to **NCURA - Region I** must accompany this registration form.

Mail this form with your check to:

Louise Griffin

University of Massachusetts Lowell

600 Suffolk Street, Second Floor South

Lowell, MA 01854

Facsimile: (978) 453-6586

Telephone: (978) 934-4750

NOTE: *If you fax this registration form, do NOT mail the original form because this may cause you to be entered into the registration system twice and double charged..*

4. Refunds will be made if cancellation is received in writing by April 22, 2001. There will be no refunds granted after April 26th. Refunds will be processed AFTER THE MEETING.
5. Any other questions about the annual meeting may be directed to the Meeting Co- Chairs Vivian Holmes at 617-432-2075 or Louise Griffin at 978-934-4750.
6. Visit our WEB page for additional meeting information. WEB addresses are:

Region I: <http://web.mit.edu/osp/www/ncura/ncura.html>

NCURA: www.ncura.edu

7. NCURA's Federal Tax ID number is 52-1721115.