# 2015 SPaRC Retreat Session Descriptions

## Morning Plenary Session

### The ABC’s of Facilities and Administrative Costs

F&A - everything you ever wanted to know! This session will provide an overview of facilities and administrative costs for our campus; including an update on the campus F&A rate negotiations, a detailed discussion of the pending F&A policy, and a look at the current distribution model for those costs. We will use “real-life” case studies to demonstrate correct usage of the various rates, proper determination of on-campus vs. off-campus projects, and other common scenarios.

**Speakers:**
- **Shelly Benson**, Director, Office of Government Costing
- **Linda Gregory**, Associate Director, Grants and Contracts Office
- **Linda Learned**, Associate Director, Office of Sponsored Programs

## Afternoon Concurrent Session #1

### Ask OSP!

Hear from representatives from the Office of Sponsored Programs on current pre-award administration topics. Get your pre-submitted questions answered by those in the know!

**Speakers:**
- **Geoff Dehler**, Senior Proposal Coordinator, Office of Sponsored Programs
- **Julie Robinson**, Senior Award Negotiator, Office of Sponsored Programs

### Principal Investigator Departures

This session will discuss topics critical to ongoing research when a PI leaves the University. This includes developing a standard checklist that can be used to address such issues as sponsored research transfers, employee considerations, property transfers, subawards, human subjects protocols, animal subjects, intellectual property, and material transfers.

**Speakers:**
- **Sarah Lorbiecki**, Assistant Director – NSF Awards, Grants and Contracts Office
- **Scott Morris**, Associate Director for Operations, School of Earth, Society, and Environment
- **Tosha Waller-Mumm**, Assistant Director – Close-out and Award Management, Grants and Contracts Office

### The Way Forward: Direct Costing under Uniform Guidance

Engage in interactive dialogue to address the impact of the Uniform Guidance on direct charging select items of cost. Topics to be covered include Administrative and Clerical Salaries, Computing Devices and other costs. Share your ideas on how the University can ensure consistency and compliance when including these costs on sponsored projects.

**Speakers:**
- **Charles Alsbury**, Assistant Director – Audit and Compliance, Grants and Contracts Office
- **Kathy Dams**, Assistant Director – Proposals, Office of Sponsored Programs
### START myResearch for Administrators

Come learn more about the **START myResearch suite** of systems!

**START** (System-wide Tools for Administration of Research and Training) is the grants management software leveraging open source (Kuali Coeus) as well as University of Illinois developed software for the management of sponsored programs and the annual financial disclosures process. **myResearch** is the Principal Investigator (PI) portal that will integrate and display information from a number of different university systems, giving faculty access to the information they need to manage their proposals and grants.

The project will modernize and streamline the research enterprise at University of Illinois and reduce the administrative burden for faculty and business office staff, ultimately saving the University money and ensuring that we are fulfilling our financial, legal, and ethical obligations.

**AJ Lavender**, **Project Coordinator, AITS**  
**Youngwook Song**, **Associate Director – Research Administration Tech Services, AITS**

### Afternoon Concurrent Session #2

**Ask GCO!**

Hear from representatives from the Grants and Contract Office on current post-award administration topics. Get your pre-submitted questions answered by those in the know!

**Karen Thomas**, **Assistant Director – Award Administration Training, Grants and Contracts Office**

### Managing Intellectual Property (IP) in a University

What is the Office of Technology Management (OTM) and how does it work with faculty and units? What are some actual situations/questions that arise day to day in the OTM? How are patents filed? Who cares about IP and why should we? When do you get in touch with someone from OTM? What are resources we can use to help understand IP and assist faculty directly? We hope to answer some of these questions, and take your questions about managing intellectual property in a University.

**Lesley Millar-Nicholson**, **Director, Office of Technology Management**  
**Nate Hoffmann**, **Assistant Director, Office of Technology Management**
## Best Practices of Award Close-out

Best practices to streamline the closeout process. Topics include what to review during the project period and what documents are required for final closeout.

**Mary Smith**, Senior Business Analyst, School of Chemical Sciences  
**Tosha Waller-Mumm**, Grants and Contracts Office

## Beyond the Desktop: Integrating Today’s Electronic Tools in the Workplace

There are incredible tools that can help you work smarter, improve your productivity, collaborate better, and work portably; and some of them are probably sitting unused on your computer right now. This session will explore new technologies that can improve collaboration and data sharing within your office, or just help improve your own personal workflow. We’ll also discuss the new frontier of business computing: paperless and mobile.

**Justin Morgan**, Award Negotiator, Office of Sponsored Programs

## Afternoon Plenary Session

### Overview of New Research Policies

This capstone session will focus on reviewing new campus policies and procedures impacting the administration of the institutional sponsored portfolio. An update will be provided as to the status of the new and proposed policies and their associated procedures. In addition, we will solicit audience feedback as we discuss a few key policies that are in draft or are being conceptualized.

**Linda Gregory**, Associate Director, Grants and Contracts Office  
**Dave Richardson**, Associate Vice Chancellor of Research and Director, Office of Sponsored Programs

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