

July 27, 2017

Dear SPaRC Award Selection Committee Members:

We would like to nominate Ms. Jane Schingel, Director of the Bureau of Educational Research (BER), for the **2017 SPaRC Career Achievement Award** for nearly twenty years in sponsored research administration. As this letter will attest, Ms. Schingel is most-deserving of this award not only for her longevity, but for her vast knowledge, versatility, and adaptability in a field which is ever-evolving and which has become increasingly complex in recent years.

Ms. Schingel has had an extensive and illustrious career in research administration, serving in multiple roles spanning several decades. She started her University of Illinois career as Assistant Director for Operations at the Children and Family Research Center. One of her responsibilities was oversight of the entire proposal submission process. She drafted grant and subcontract proposal submissions, developed an internal financial tracking system, and monitored project goals in cooperation with faculty PIs.

Her position at the Children and Family Research Center led to a position as a Proposal Coordinator with the Pre-Award side of Grants and Contracts office, where she reviewed a high volume of outgoing University proposal submissions, researched the sponsor policies, provided assistance to faculty regarding their proposal submissions, prepared subaward amendments, and complied with sponsor requests for certifications, assurances, and/or documentation.

That position led to the Office of Research Administration, where she provided assistance to the research community, Grants and Contracts, and sponsors; reviewed and negotiated agreements, and collaborated with the campus Office of Technology Management.

When the Office of Research Administration merged with Grants and Contracts Pre-Award to become OSPRA, she continued to enhance her skill set through negotiations of campus-level contractual arrangements. She negotiated with on-staff attorneys and outside counsel for Fortune 500 companies as well as the small, two-person "start-up" company with contractual challenges impacting specific faculty. Her professional accomplishments in this position included reviewing and negotiating agreements, negotiating with sponsor legal, contractual and technical representatives to discuss and resolve concerns; and serving as the front-line information source regarding University intellectual property policies with corporate interests who sought collaboration with departments and faculty. With each new position at the Campus level, Ms. Schingel continued to broaden her knowledge and grow her level of experience and responsibility. Throughout the years and across campus, Jane has earned the respect of many individuals who are among the top echelon of university and academic administration.

Ms. Schingel is currently with the Bureau of Educational Research (BER), housed within the College of Education. She was hired as BER Director in 2009 and now serves as its Director of Operations, when a re-envisioning of managerial priorities took place. On a daily basis, Jane demonstrates her superior ability to delve deep into the complex and often unique aspects of pre-award grant activities specifically facing faculty within an academic college. On the matter of Jane's capabilities, a newer, but experienced faculty member said:

*As a relatively new faculty member with much pre- and post-award grant experience, it has been such a pleasure to work with Jane Schingel. She has deep knowledge of so many aspects of sponsored projects, she works incredibly hard, and she is an amazing communicator with faculty*

*who range from very little to very deep experience with sponsored projects. Between new proposals, revised proposals, transferring grants, the subaward process, and annual and final reports, I have yet to find a task that Jane does not excel at, getting extremely high-quality work done, usually on tight timelines. She appears to have infinite energy and infinite patience with sometimes frustrating processes. She knows how to remind us of what we as faculty need to do, proactively, with grace. She does an excellent job bridging the sometimes highly-technical language of RFAs, funding guidelines, grants accounting, and university rules to faculty at all levels—including grant novices across all academic ranks. I can't think of a person more deserving of this award than Jane. (Dr. Jennifer Cromley, Associate Professor, Educational Psychology)*

Drawing from her campus-level experience and acumen, Jane is able to uniquely bridge gaps between funder and faculty in order to work efficiently and often, expediently in ways that other academic unit managers would simply not be able. On more than one occasion, it is quite certain that if it were not for Jane's personal involvement, several projects might be in jeopardy. In several cases, Jane was able to skillfully find a solution and path to compromise, often resulting in a stronger partnership among parties and future funding opportunities. Speaking about Jane's versatility, one faculty member stated,

*Jane's work is especially remarkable in that there are so many people she serves and problems she solves. She must be expert in the funder's expectations and carefully design and check budgets. She has to deal with people who are slow or late in responding and many who are impatient and sometimes unreasonable. She, herself, has never been slow or late in my experience. She must deal with time-consuming and yet, urgent, expectations. She does this all with grace and good will. Her efforts are heroic. (Dr. George Reese, Director of MSTE)*

Ms. Schingel has served on many committees within the College of Education, often in leading roles. She is highly regarded among College of Education administrators and faculty for her carefully considered and well-articulated insights on research administration daily process and broader strategy. She is known to provide a calm, measured, and informed voice, especially when there is known challenge or conflict present. A previous supervisor of Jane's and former Associate Dean for Research and Research Education, Dr. Stafford Hood, remarked that,

*Jane has consistently made significant and sustained contributions throughout the COE research administration since I have known her. She has maintained a level of excellence in her exceptional understanding of the concepts, techniques, and requirements of our complex university research administration. Her extensive experience and continuing efforts to learn more has contributed to this excellence and is evident in her ability to identify, plan for, and solve problems associated with the grant submission process. (Dr. Stafford Hood, Professor, Curriculum & Instruction and Educational Psychology)*

In all that she does, Ms. Schingel brings to her work a solution-oriented attitude. She is able to see subtle nuance and intricacies to problem-solve and is uniquely able to raise concerns, but in a constructive and critical manner. Her background in contract negotiations makes her an especially gifted and effective communicator, diplomat, and trusted leader both internally and externally to the College. The following statement made by a faculty member demonstrates Jane's exceptional ability to work with many types of stakeholders:

*Jane's knowledge of the technical aspects of grants across sources of supports (e.g., foundations, state agencies, federal offices) is evident on a daily basis. Her command of the voluminous and varied rules, regulations, budget terms, and reporting requirements is unmatched in my opinion. ... She also represents the College and University in a strong and positive light to representatives*

*of our sponsoring agencies. At both state and federal meetings with our program officers, the sentiment that, “Jane Schingel is the among the best research support people with whom we interact,” is part of virtually every conversation in Springfield and DC. (Dr. James Shriner, Professor, Special Education)*

Aside from Ms. Schingel’s pre-award expertise, she serves as day-to-day Operations Manager of the BER. With nearly 9 years active in this role, she adeptly supervises and supports the work of a range of employees from Academic Professionals, Civil Servants, Academic Hourlies, and Graduate and Undergraduate Assistants. Ms. Schingel’s management approach is one of trust and collaboration with her subordinates. Her supervisory style allows people to think for themselves, to try new things, to ask questions, and to voice their opinions without fear of judgment. Jane is always willing to assist, guide, to mentor and to train her team. If she doesn’t possess the skills herself (which is extremely rare), she is supportive of employees expanding their skillsets and will actively find resources to help them realize their goals. Jane truly works harder than *anyone* on her team and is committed to them and to their personal and professional growth. She will always advocate for people and their ability to succeed—she guides her team with respect, dignity, heart, and compassion. These are attributes seldom found among administrative leaders today. Through many seasons of change and challenge, there simply is no finer manager out there than Jane Schingel— many of her current and former employees would say she is the best supervisor they’ve ever had, or will ever have. This perhaps speaks most compellingly of Jane’s character and personal integrity than it does of her immense professional strengths.

If there ever were a time and place for Jane Schingel to be considered for this award, it is *right now*. As she potentially looks ahead to a new phase of life and career, Jane’s breadth and depth of knowledge, commitment to, and exemplary years of distinguished service to the University at both the campus and college levels, deserve to be recognized and on a grand stage—as the recipient of a SPaRC Career Achievement Award.

Thank you for your consideration.

Sincerely,

Selena Douglass, *Office Support Specialist*  
BER employee since May 2007

Jaya Shoffner, *Grant Development Project Manager*  
BER employee since May 2006

Dear SPaRC Selection Committee,

I am pleased to provide this letter in support of the nomination of Jane Schingel for the SPaRC Career Achievement Award. Jane is uniquely qualified given her significant contributions in support of research administration at what could be described as both the “center” and the “margins”. I have had the distinct honor to work with Jane in both and, indeed, I feel responsible for recruiting her away from central administration and into the College of Education where she has provided outstanding service to our faculty.

My first contact with Jane was when I came to University in 1998 and went to work for Grants and Contracts. My job at the time was to assist with coordination of the Single Audit. Jane worked in the pre-award section and our interactions were primarily over sticky terms and conditions that had the potential to cause findings for the university. At the time, many negotiators in the pre-award section routinely overlooked such issues, emphasizing alacrity over meticulousness. Jane’s concern about potential future consequences provided a refreshing contrast as she made an effort to avoid potential problems rather than just drive negotiations to completion. It is difficult to measure avoided costs, but clearly Jane’s detailed reviews and negotiation of problematic terms and conditions saved her post-award colleagues from many a future headache and the university from the reputational and administrative complications of audit findings.

When a position within the College of Education came open for the Operations Director of the Bureau of Educational Research, I actively sought out Jane and encouraged her to apply. I believed that her extensive experience would result in our faculty obtaining the highest level of service and support for their research endeavors. I was not mistaken. Jane joined the College in 2009. She quickly learned the intricacies of the field and helped faculty better target their submissions, meet sponsor guidelines and submit successful proposals. The College’s research portfolio grew substantially in the period after her hiring and until stagnated by the federal sequester. While expenditures have not maintained the heights reached in 2011, proposal submissions have continued to rise on an annual basis. As the primary pre-award contact in the College, Jane has been responsible for shepherding through the majority of submissions. In her role, she tackles every aspect from review of the RFP, editing text, formatting, budget development, sub-recipient arrangements, and coordinating with OSP. She makes herself available to the faculty 24/7 and during heavily submission cycles can be found at the office or responding to emails late in the evening and into the wee hours of the morning. There have been times that she has literally worked herself sick in order to meet a proposal deadline. I certainly don’t recommend the behavior, but offer it as an example of her dedication.

As she did when a negotiator at OSP, Jane continues to consider the impact of the terms and conditions well before contract execution, even when it is no longer a major component of her job. The recent changes with agencies of the State of Illinois provide an excellent example of Jane’s contributions to campus research administration. At the time of Illinois implementation of the Grants Accountability and Transparency Act (GATA), Jane raised concerns about how the rollout would impact F&A rates. She worked closely with OSP to encourage early and immediate action such that appropriate guidance would be provided to the units. She has continued her efforts to sound the alarm on other GATA

related issues, including problematic terms and conditions associated with university responses to an internal control questionnaire. The issues have yet to be fully addressed but Jane has been tireless in keeping them on the radar.

I know many individuals involved in research administration on the campus and within the system whose contributions have had a significant positive impact. Few, however, can compare to Jane in terms of dedication. I do hope that the Committee will recognize Jane and reward her efforts with the Career Achievement award.

Sincerely,

Barbara Geissler

Executive Assistant Dean, College of Education

I enthusiastically provide my comments to support the nomination of Jane Schingel (Operations Director, Bureau of Educational Research, College of Education) for the 2017 SPaRC Career Achievement Award . Not only have I worked closely with her on many external funding endeavors during proposal submission, pre-award, and post award dimensions as a PI, co-PI, contractor, and other roles but also as her immediate supervisor from 2011 to 2014 in my role as Associate Dean for Research and Research Education in the College of Education. Therefore, I bring a unique and multidimensional perspective that can speak to her exemplary qualifications for this Career Achievement Award.

Jane has consistently made significant and sustained contributions throughout the COE research administration since I have known her. She has maintained a level of excellence in her exceptional understanding of the concepts, techniques, and requirements of our complex university research administration. Her extensive experience and continuing efforts to learn more has contributed to this excellence and is evident in her ability to identify, plan for, and solve problems associated with the grant submission process. This is particularly useful when the proposal requires the negotiation of sub awards and subcontracts with other universities or entities. I have observed firsthand her exemplary interpretation, development and implementation of policies related to our research administration. It is particularly noteworthy that Jane's productivity has remained high under the often times adverse circumstances of an extremely high volume of proposals and staff shortages while we as spectators marvel at the accomplishment. Therefore, in my mind there should be little doubt she is more than worthy to be the recipient of the SPaRC (OSP) 2017 Career Achievement Award.

Stafford Hood

Sheila M. Miller Professor

Professor, Curriculum & Instruction and Educational Psychology

Founding Director, Center for Culturally Responsive Evaluation and Assessment (CREA)

UNIVERSITY OF ILLINOIS  
AT URBANA - CHAMPAIGN

Office for Mathematics, Science and Technology Education  
College of Education

505 East Green Street  
Suite 102, MC 439  
Champaign, IL 61820



July 12, 2017

Recommendation for Jane Schingel for the SPaRC (OSP) Career Achievement  
Award

To The Awards Committee:

Jane has always made my job easier and at various points has made my job possible. Without Jane Schingel, the incredible quantity and quality of grant proposals going in from the College of Education would simply not be possible. This is because Jane exemplifies going beyond the call of duty at every turn. I have had many occasions to work with her for these past eight years, and I have never seen her flustered or impatient. Even amid constant deadlines, last-minute submissions, major budget or programmatic alterations, and the ever-changing grant proposal specifications, she is always on an even keel. Jane is an encouraging person in the most literal sense of the word. After talking with her, you gain new courage to pursue your project. She will be there to help.

Last May, when I was working on a proposal, I got emails from Jane at 2 PM and 10:15 PM. Working late into the night is a common occurrence for her. Whatever it takes to get the job done, Jane does it.

Jane's work is especially remarkable in that there are so many people she serves and problems she solves. She must be expert in the funder's expectations and carefully design and check budgets. She has to deal with people who are slow or late in responding and many who are impatient and sometimes unreasonable. She, herself, has never been slow or late in my experience. She must deal with time-consuming and yet, urgent, expectations. She does this all with grace and good will. Her efforts are heroic.

I work for a small office that supports public engagement and work with teachers. Sometimes we are part of major grants and sometimes the grants are small amounts. Jane has been supportive of all our efforts, regardless of the amount. She understands the larger picture of relationships and activities that smaller projects have to potentially bigger programs. One example is our collaboration with a local school district. Jane has helped us build the partnership with small grants, and now the collaboration has helped bring in over \$3 million in National Science Foundation support for our efforts. Jane knows that dollars matter, but that relationships and support for the research community are also vital, and that they go together.

I truly hope Jane Schingel is given the Career Achievement Award. She is most worthy of this honor.

Sincerely,

George Reese  
Director of the MSTE Office  
reese@illinois.edu



UNIVERSITY OF ILLINOIS  
AT URBANA-CHAMPAIGN

Department of Special Education

288 Education Building, MC-708  
1310 South Sixth St.  
Champaign, IL 61820



July 19, 2017

To Whom It May Concern:

There are only a handful of people within an organization, whose name when mentioned to others, results in a universally positive response. **Ms. Jane Schingel** is one of those persons, and as her colleague in the College of Education, I am honored to offer this letter of nomination for the *SPaRC (OSP) Career Achievement Award*. I have known Jane for over seven years, and have worked with her in her multiple roles within the College, which have evolved to her current position - Director of Operations for the Bureau of Educational Research (BER). Jane has had a sustained, positive impact on the College of Education's mission of research, development, and training grant preparation, acquisition, and implementation. As a member of the College's research committee, I have seen the grant acquisition data that reflect her personal influence on our success. I will provide a few observations about how Jane has demonstrated a *significant positive impact upon the support of research administration at Illinois*.

I honestly can say that Jane's knowledge and expertise across all aspects of research, development and training grants (conceptualization, construction, budget, negotiation, operation, reporting and problem solving) is truly extraordinary. In my time in the College, I have been fortunate to be part of nearly a dozen state and federal grants as P.I., co-P.I., or Key Personnel. Prior to her arrival in the College, there were numerous instances in which I, or my grant collaborators, could not get the answers and assistance we needed related to some grant issue. The resulting delays and often confusing answers from offices across campus or from the sponsoring agency were sources of frustration, anxiety and sometimes-unnecessary costs. Because of Jane's extensive experience and understanding of research and grant efforts, we – as College faculty – know that our questions and concerns will be addressed efficiently and correctly, thus providing a sense of confidence and competence to proceed with the research or development tasks at hand.

In addition, Jane's knowledge of the technical aspects of grants across sources of supports (e.g., foundations, state agencies, federal offices) is evident on a daily basis. Her command of the voluminous and varied rules, regulations, budget terms, and reporting requirements is unmatched in my opinion. As an example, in the course of our most recent projects we have had funding from state grants and intergovernmental agreements, as well as funding from federal sources. Each of these has had different reporting and accountability requirements and expectations that sometimes changed *during the course of project period*. Jane's knowledge and experience allows her to anticipate what those changes might mean moving forward and assist in the transitions. In this capacity, she also represents the College and University in a strong and positive light to representatives of our sponsoring agencies. At both state and federal meetings with our program officers, the sentiment that, "*Jane Schingel is the among the best research support people with whom we interact,*" is part of virtually every conversation in Springfield and DC.

Jane's contributions to the College's research programs have educational and capacity-building purposes as well. In her role as Director of Operations, Jane has shared her knowledge willingly across audiences through numerous presentations, brown bag events and consultations for our doctoral students, staff and

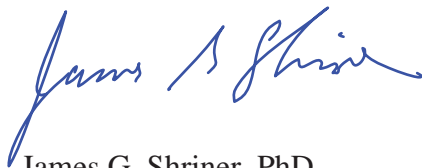
faculty. Regardless of format, these sessions have always been of high quality and inclusive of timely and up-to-date information that allows participants to leave feeling a greater sense of confidence and awareness.

In our College - as in others – we have experienced the loss of staff to retirement, reassignments, and budget constraints. Most of those who have left have not been replaced, and Jane Schingel has taken on additional responsibilities and duties that have expanded her role greatly. Yet, even with this increased workload, she maintains an approachable and warm demeanor with doctoral students, staff and colleagues. Anyone, including me, can call Jane knowing she will provide support and helpful answers with efficiency, grace and humor even in the most stressful of circumstances.

Simply stated, Jane Schingel is, I believe, the lynchpin of the research endeavors across the College. As a member of many awards committees at the College, Campus, State and National levels, I know Jane is exactly the type of nominee who represents the very "best of the best," and I hope that you will give her your full consideration for the *SPaRC (OSP) Career Achievement Award*.

Thank you very much.

Sincerely,

A handwritten signature in blue ink that reads "James G. Shriner". The signature is written in a cursive style with a large initial 'J' and a long, sweeping underline.

James G. Shriner, PhD

UNIVERSITY OF ILLINOIS  
AT URBANA-CHAMPAIGN

**Department of Education  
Policy, Organization and Leadership**



College of Education  
351 Education Building  
1310 South Sixth Street  
Champaign, IL 61820

July 24, 2017

Dear Members of the Sponsored Projects and Research Compliance Awards Committee:

It is with great pleasure that I nominate Jane Schingel for the Sponsored Projects and Research Compliance (*SPaRC*) Outstanding Service Award. For two decades, Jane Schingel has been an exemplar in grant support, management, and research administration. She is a gem in the College of Education and highly regarded on campus and in the field of grant administration. Her resourcefulness, professionalism, and years of experience illustrate a record of a results-oriented practitioner with extensive expertise in operations management and sponsored research contract negotiations. Her depth of grantsmanship and understanding of the nuances of sponsored projects and research compliance is exceptional. Jane is an ideal candidate for the *SPaRC* Outstanding Service Award given her years of service with distinction at the University of Illinois at Urbana-Champaign (UIUC).

Jane began her career at UIUC 20 years ago as the Assistant Director for Operations for the Children and Family Research Center (CFRC) in the School of Social Work. In this role, Jane worked closely with faculty and administrative staff on grant and subcontract proposal submissions, developed a financial tracking system for monitoring project costs expended, while also providing oversight for the Center's overall fiscal operations, hiring/staffing, University and funding agencies policies, procedure, and regulatory compliance. After five years as AD for Operations with the CFRC, Jane joined Business and Financial Services of the Office of Grants and Contracts. As Visiting Coordinator of Grants and Contracts, she reviewed high volumes of outgoing University proposal submissions providing proposal preparation and submission guidance to faculty applying for funding from external agencies. She was the key party in preparing/processing awards and subaward amendments, gave advice on University policies and sponsor regulations.

From 2004-2008, Jane worked for the Office of the Vice Chancellor for Research (2004-2005 as a Research Administration Specialist in the former Office of Research Administration (ORA) and 2005-2008 as an Award Coordinator, in OSPRA (the Office of Research Administration and Grants merged with Contracts/Pre-Award). She assisted the University research community, the Grants and Contracts Office, corporate and government sponsors related to the drafting and implementation of research-related agreements, reviewing incoming agreements for consistency with applicable University intellectual property/academic research policies and practices in addition to state and federal regulations. Jane also routinely negotiated terms for research-related agreements such as but not limited to collaboration agreements with broad intellectual property terms, material transfer agreements, non-disclosure agreements, and software license agreements.

In 2008, Jane became the Director of Operations for the Bureau of Educational Research in the College of Education at UIUC. When Jane joined the COE, she had a staff of eight that aided with the myriad of sponsored research related work for the College. Over the years due to budget cuts and attrition, Jane has

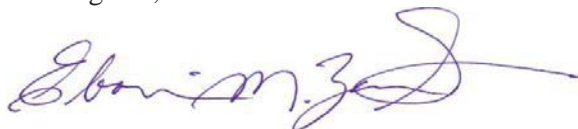
continued meeting the needs of the COE's growing submissions and grants portfolio with a staff of three. Given the state disinvestment in public higher education institutions, it has become increasingly important for faculty, staff, and their respective units to become more entrepreneurial and proactive in seeking external funding opportunities. The College of Education has strong standing in competing for a wide variety of grants due to the ingenuity of faculty scholarly activities but in great part to Jane's attentiveness to every aspect of the process from pre-award to post-award to grant renewals. Jane has an eye for detail and toward consistency with university, state, and federal regulations; she ensures contract language that places the University in the best possible position while addressing sponsor concerns. She is the front line information source with regard to University intellectual property policies and expectations in our college. She has long engaged enhancing the grants portfolio and scholarship of the college through mentoring junior faculty new to the world of grantsmanship. Jane also provides invaluable expertise to tenured faculty in making the process seamless as she masterfully safeguards compliance with sponsor requests for University-specific information in the form of certifications, assurances, and/or documentation (e.g., Illinois instituting GATA requirements for state awards).

On a personal note, transitioning to Illinois as a faculty member three years ago, I can attest to the remarkable contributions to my research endeavors and that of others across the COE. In a word, Jane is AMAZING! Jane is responsive, always flexible, and available for a quick face-to-face meeting, telephone call, and/or email weekdays, weeknights, and weekends. There have been countless times that she has worked late into the night (on campus at 11pm) making sure everything associated with submissions go smoothly. Her counsel and assistance has been a game changer in the number of grants submitted and those awarded in the College of Education. Because of Jane, grant awardees have strong submissions that are succinct, impeccably formatted, and meet agency guidelines. In particular, Jane is responsible for annually advancing the submissions for a minimum of 50 proposals. Her incredible efforts on our behalf to attract funding for sponsored research and to be in compliance following receipt of awards is unparalleled.

Jane Schingel is the epitome of a servant leader. She quietly goes about the business of advancing the College of Education and UIUC's grant record, having improved our operations and prospects for continued innovation, fiscal resourcefulness, and vibrancy of our organization. It has been our honor to work with her and a privilege to have her considerable talents leading our Bureau for Educational Research. The grants portfolio of the COE is thriving due to the organization, management, and leadership of Jane who has placed us in extremely capable care.

In sum, Jane is a beloved member of the College of Education, campus community, and field of grant administrators beyond Illinois. As a college, we are highly functioning in the grants area because of her efforts. Jane has worked tirelessly and consistently supporting resource development that benefits our students, faculty, staff, and expands our programs, research, and practice. As a PI, Jane does not just meet expectations but exceeds expectations. My colleagues from other institutions marvel and share that they wish they had the generous support that Jane provides. For all the aforementioned reasons and many more, Jane Schingel is a highly deserving candidate in consideration for the 2017 *SPaRC* Outstanding Service Award given her commitment and demonstrated excellence in support of research administration at Illinois.

Best regards,



Eboni M. Zamani-Gallaher, Professor  
Department of Education Policy, Organization & Leadership  
Director, Office of Community College Research and Leadership