## Session Descriptions

### Session 1

**Tricky Scenarios with a Twist, Travel**

Subject matter experts come together once again for the ever popular tricky scenarios roundtable sessions, but slightly different than the normal fare. The twist: this session will contain two more complicated scenarios with “what-if” follow-up components. This session will cover only the topic of Travel.

*David Hagen, Director, Office of Cost Analyst*

*Jennifer LaFrance, Finance Manager, Department of Electrical and Computer Engineering*

*David March, Assistant Director, Research Compliance Office*

*Pamela Webb, Associate Vice President for Research Administration*

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### Session 2

**Effort 1 Basic**

Are you a new (or newer) effort coordinator? Have you recently found yourself working with summer effort on 9/12 appointments or other new situations? Have you been away from effort coordinating for a while and just want a refresher? This basic level Effort 1 session will cover the key concepts of being an effort coordinator.

*Erin Flathmann, Finance Professional 3, CLA Financial Services Team*

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### Session 3

**Nuances of B&I Awards**

An advanced session from the departmental viewpoint will walk learners through the nuances of the pre- and post-award process of B&I Awards. This will include how to submit a PRF for B&I, what things to look for when developing a budget, managing invoicables, working with study coordinators, monitoring spending, and effectively closing out the award.

*Amanda Galster, Clinical Research Director, Department of Pediatrics*

*Sarah Hilbert, Clinical Research Manager, CNR U/Neurology*

*Hang McLaughlin, Senior Grant and Contract Administrator, Sponsored Projects Administration*

*Noel Schumacher, Administrator, School of Statistics College of Liberal Arts*

*Megan Vimont, Finance Professional 3, MNPI Administrative Center*
Session 4

**CREATING SERENDIPITY: ENHANCING AND SUPPORTING RESEARCH DEVELOPMENT**

Creating impactful interdisciplinary research takes more than just luck. In this session, four leaders in research development and administration at the University will discuss specific ways that research administrators can purposefully work to create interdisciplinary research opportunities and support research development from the single-investigator level all the way up to large, cross-collegiate team research.

*Margaret Celebrezze, Executive Assistant, School of Nursing*
*Elizabeth Fedie, Research Development Manager, Masonic Cancer Center*
*Janice Jaguszewski, Director and Associate University Librarian, Health Sciences*
*Robyn Kennedy, Internal Grants Specialist, Office of the Vice President for Research*

Session 5

**RESEARCH COMPLIANCE ACROSS BORDERS: EXPORT CONTROLS, ECONOMIC SANCTIONS, AND THE FLY AMERICA ACT**

This presentation provides an overview of key federal regulatory considerations that can impact research involving technology transfers, hardware shipments, expenditures, and travel abroad. We cover not only current legal requirements, but also the potential changes ahead, as well as University resources available to assist researchers and administrators.

*J. Patrick Briscoe, Export Controls and International Projects Officer*

Session 6

**CAREER TRACK**

Are you interested in advancing your career in Research Administration at the University of Minnesota? Do you have questions about the difference between the Grants and Finance job families? This session will be a panel discussion to compare and contrast each of these job families and provide insight about what it takes to move between the two. The panel will consist of a department and central person from each of these job families.

*Mark Erickson, Finance Manager 1, Hubert H. Humphrey School of Public Affairs*
*Andrea Marshall, Grants Manager 1, Sponsored Projects Administration*
*Nicole Pilman, Finance Director 1, Sponsored Financial Reporting*
*Lori Wallin, Grants Officer 2, Department of Pediatrics*

Session 7

**TRICKY SCENARIOS WITH A TWIST, PURCHASING**

Subject matter experts come together once again for the ever popular tricky scenarios roundtable sessions, but slightly different than the normal fare. The twist: this session will contain two more complicated scenarios with “what-if” follow-up components. This session will cover only the topic of Purchasing.

*Jennifer LaFrance, Finance Manager, Department of Electrical and Computer Engineering*
*David March, Assistant Director, Research Compliance Office*
*Kevin McKoskey, Director, Sponsored Projects Administration*
*Nicole Pilman, Director, Sponsored Financial Reporting*
**Session 8**

**ADVANCED EFFORT SAMPLER**

This advanced session will touch on effort-related concepts beyond what you have seen before! This will be a high-level discussion as it relates to effort ideas outside of the bread and butter of the effort topics we have come to know and love. We will talk about best practices for managing effort outside of the certification process. We will also discuss some specific concepts such as caps, 9 over 12, summer salary, State-funded project FTE reporting, and required matches from outside groups. This is not a session where we will show you how to do calculations; we will take you beyond what you know, challenging your knowledge and providing new resources!

*Mia Rampi-Lambertz, Research Accountant, Civil Engineering  
Elizabeth Richardson, Research Accountant, Epidemiology  
Jillian Rung, Research Accountant, Computer Science and Engineering*

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**Session 9**

**FELLOWSHIP TIPS AND TRICKS: HOW TO SUCCESSFULLY MANAGE PROPOSALS AND AWARDS**

We will discuss the ins and outs of both predoc and postdoc fellowships obtained through NIH, NSF, and common foundations in terms of budgeting best practices, project restrictions, cost-sharing, mentorship, etc. while in development in the pre-award phase through the management at post-award time.

*Lynn Hochsprung, Finance Professional 3, School of Dentistry  
Mackenzie Randolph, Grants and Contracts Professional 3, Department of Pediatrics  
Megan Vimont, Finance Professional 3, MNPI Administrative Center  
Jessica Weaver, Grants and Contracts Professional 3, CEHD Office of Research and Policy*

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**Session 10**

**IRB TRICKY SCENARIOS**

This session will explore the new electronic submission system, ETHOS, which will go live on March 27, 2017. This will include an in-depth tour of ETHOS, highlighting key features related to navigation and functionality, including system connections with Sponsored Projects, document management, and the review process.

*Linnea Anderson, Research Support Manager, Office of the Vice President for Research  
Courtney Jarboe, Education and Outreach Coordinator, Human Research Protection Program*

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**Session 11**

**WORKFLOWS GEN: THE ONLY WAY TO PAY YOUR SUBAWARD INVOICES COME 2017**

In accordance with Uniform Guidance, when issuing payments on subawards, pass-through entities such as the University of Minnesota are required to issue payment on allowable costs within 30 calendar days of receipt of the invoice. SPA collaborated with their IT group to create a platform for managing subaward invoicing called WorkflowGen. Come and learn how it works and tips to ensure your collaborators get paid promptly.

*Judy Krzyzek, Associate Director, Sponsored Projects Administration  
Lesley Schmidt Sindberg, Subaward Compliance Officer, Sponsored Projects Administration*
Session 12

**FICTION OR NON FICTION; SHORT STORY OR NOVEL; ALL CAN BE INTRIGUING**

*(SUBTITLE: WHY YOU SHOULD READ & UNDERSTAND THE SPONSOR’S SOLICITATION)*

Reading a book from intro to epilogue gives you an awarding experience … The same holds true when reading (and understanding) your solicitation. BUT … Don’t just skip to the last paragraph to see how it turns out … Read it from cover to cover …

*Lorrie Awoyinka, Principal Grant and Contract Administrator, Sponsored Projects Administration*
*Pat Jondahl, Senior Grant and Contract Administrator, Sponsored Projects Administration*
*Frances Spalding, Training Coordinator, Sponsored Projects Administration*
*Roger Wareham, Director, Grants Development Office, Morris Campus*

Session 13

**A DAY IN THE LIFE**

This presentation provides an overview of a day in the life of your Sponsored Financial Reporting Accountant and your Sponsored Projects Administration Grant Administrator. This presentation is beginner level.

*Jason Jacobs, Principal Grant and Contract Administrator, Sponsored Projects Administration*
*Michele Stafki, Finance Professional 3, Sponsored Financial Reporting*

Session 14

**GOOGLE SUITE FOR BUSINESS 101**

Want to learn how Google Suite products can help you save time and get organized? Come learn handy tools from Google Suite in: Gmail, Sheets, Docs, Forms, and Keep. While many tools will be demonstrated in the session, the focus will be on how these tools can help with grants management. This will not be an information technology class. We are not techies; we are accountants who love efficiency! The format of this session will be an overview but detailed information with screenshots will be included in the handouts.

*Sonya Overgaard, Research Accountant, Computer Science and Engineering*
*Jillian Rung, Research Accountant, Computer Science and Engineering*

Session 15

**BITS AND BYTES: CREATING DATA MANAGEMENT PLANS FOR GRANT APPLICATIONS**

Every major federal funding agency in the United States is moving towards implementing data management and sharing requirements as part of grant applications. What do funding agencies want and how can PIs meet these increasing demands? In this session, we’ll discuss the available tools and resources to streamline this portion of the grant application. Come learn about the requirements and how to leverage the Libraries’ resources, no matter when the application is due.

*Caitlin Bakker, Assistant Librarian, Health Sciences Libraries*
Session 16

**THE GOOD, THE BAD AND THE UGLY ON THE ROAD TO COMPLIANCE**

This session will provide the background for the University’s decisions and choices with respect to the development and revisions to our sponsored projects compliance program from the time of our designation as an “exceptional” institution through risk recalibration and conclude with our plans going forward. Little-known tidbits, the impact our situation had globally, and the future perspective will be discussed.

*Susan Richards, Certified Approver Program Advisor, Research Compliance Office*
*Sarah Waldemar, Director of Research Accountability and Education, Research Compliance Office*

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Session 17

**MN-GEMS**

This session will describe how the discovery project for the EGMS replacement system is advancing. Learn about where we are in the process and what we have learned so far.

*April Coon, Assistant Director, Sponsored Projects Administration*

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2:15-2:45 Session

**JEOPARDY**

Last year it was Uniform Guidance Jeopardy, this year spend a few minutes with your friends and test your knowledge on a new topic. Join the University of Minnesota’s own “Alex Trebek” Pamela Webb and SPA support cast to win some sweet surprises while impressing your colleagues on your knowledge of NIH.

*Erin Knudsen, Grant and Contract Administrator, Sponsored Projects Administration*
*Lucas Lynch, Assistant Training Coordinator, Sponsored Projects Administration*
*Frances Spalding, Training Coordinator, Sponsored Projects Administration*
*Pamela Webb, Associate Vice President for Research Administration*

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2:15-2:45 Session

**POSTERS**

**Who goes first? Communicating with Program Officers**

*Amy Bicek-Skog, Senior Grant and Contract Administrator, Sponsored Projects Administration*
*Rachel Clevenger, Finance Professional 3, Animal Science and Food Science and Nutrition*

**Application Do’s & Don’ts**

*Anjeanette Roy, Grant and Contract Administrator, Sponsored Projects Administration*
*Gina Rumore, Research Project Specialist, Minnesota Population Center*

**Highlights of new NSF Proposal**

*Anjeanette Roy, Grant and Contract Administrator, Sponsored Projects Administration*
*Gina Rumore, Research Project Specialist, Minnesota Population Center*
Certified Approver Community of Practice
Andrew Carlson, Finance Professional 2, MNPI Administrative Center
Megan Vimont, Finance Professional 3, MNPI Administrative Center

Gift vs Grant vs Ext Sales
Amy Rollinger, Principal Grant and Contract Administrator, Sponsored Projects Administration

Closeouts
Nayubel Bernard-Badio, Finance Professional 3, Sponsored Financial Reporting
David Jagodinski, Finance Professional 3, Sponsored Financial Reporting

Parent/Child
Penny Harris, Grants/Contracts Professional 3, Center for Transportation Studies
Jillian Rung, Finance Professional 3, Computer Science and Engineering

Best Practices – Transferring of Grants to/From
Lena Hristova, Finance Professional 3, Department of Pediatrics
Mackenzie Randolph, Grants and Contracts Professional 3, Department of Pediatrics

Subaward vs CPS
Pat Jondahl, Senior Grant and Contract Administrator, Sponsored Projects Administration
Jennifer LaFrance, Finance Manager, Department of Electrical and Computer Engineering