

BREAKTHROUGH to Excellence

THE 2017 RESEARCH
ADMINISTRATORS' SYMPOSIUM
#RFSYMPIUM

APRIL
5 & 6
2017

ALL ATTENDEE SESSIONS (Wednesday, April 5)

9:00am -11:00am

Registration

Location: King Street Courtyard

Cadet Blues Jazz Ensemble

PACS BA's on hand for questions

Suite 156 Fort Orange

11:00am – 11:15am

Welcome & Overview Symposium

Introductory Remarks



Dr. Jeff M. Cheek, PhD

SUNY RF President and CEO

11:15am – 12:00pm



The Changing Landscape of Research and Economic Development

Grace Wang, Ph.D.

Vice Chancellor for Research and Economic Development

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12:00pm – 1:00pm

Lunch/Keynote - Jon Haverly, Breakthrough to Excellence: Unleashing the Genius at Your Campus



The Book. *Multipliers: How the Best Leaders Make Everyone Smarter*, by Liz Wiseman, is a Wall Street Journal Bestseller. For full media coverage, see: www.multipliersbook.com.

The Idea. Are you a genius or a genius maker? We've all had experience with two dramatically different types of leaders. The first type drains intelligence, energy, and capability from the people around them and always needs to be the smartest person in the room. These are the idea killers, the energy sappers, the diminishers of talent and commitment. On the other side of the spectrum are leaders who use their intelligence to amplify the smarts and capabilities of the people around them. When these leaders walk into a room, light bulbs go off over people's heads; ideas flow and problems get solved. These are the leaders who inspire employees to stretch themselves and get more from other people. These are the Multipliers. And the world needs more of them, especially now when leaders are expected to do more with less. What could your organization accomplish with access to all the intelligence that sits inside it?

The Keynote. In this highly engaging Keynote address you will develop an understanding of the research behind Multipliers and the resoundingly positive effect these Multipliers have on organizations – how they get more done with fewer resources and develop, attract, and retain talent, cultivating new ideas and energy to drive organizational change and innovation. You will gain an understanding of the five disciplines that distinguish Multipliers from Diminishers along with ways to maximize talent by recognizing your own leadership tendencies.

1:00pm – 1:15pm Transit to next session

1:00pm – 5:00pm Report Center – Ask the Experts – Available on a walk in basis Suite 156 Fort Orange

1:15pm – 2:15pm

Concurrent Sessions I

Budgeting 101

Review the basic framework for budgeting sponsored research (OMB UG costing principles, categories of costs), we will also discuss developing a budget with a PI and considerations to take into account when doing so.
Presenters: Lisa Schwabnbauer • Mary Serra • Lauren D. Velez

Closeouts

Uniform Guidance has had a direct impact on how we close out sponsored awards and have led to stricter sponsor timelines. Discuss how pre and post award offices can work together to make the process more streamlined and seamless.

Panelists: Jan Eden • Lisa Gatti • Ana Maria Goncalves • Michele Hass • Susan Maerz • Liz Speziale
Moderator: Donna Kiley

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Creating Researcher Success

In his State of the University address, Stony Brook President Samuel L. Stanley launched a university-wide effort to examine current practices and procedures, with a goal of minimizing administrative burdens that may impede growth of Stony Brook University's research enterprise. This project, Facilitating Researcher Success (FRS), will address the complete spectrum of administrative activities that investigators must navigate in sponsored research across east and west campus.

Presenters: Lauren Donovan • Kathleen Ehm • Toni Sperzel,
Moderator: Nina Maung

Development Opportunity or "Drag"?

Are you paying more attention to the employees creating drag for your business rather than those who are the keys to your success? Unemployment is very low. Indicators suggest it will remain low through 2017. During a time when recruiting talent is very difficult, managers and business leaders must have strong performance management skills to develop struggling employees and retain great employees. This program will present best practices for management teams to develop great employees and remove the drag, yielding a high performance culture and retention of key talent.

Presenter: Debra Antonelli, SPHR, SHRM-SCP Delark HR Solutions

Startups The Good, The Bad and The Equity

At this session, we will explore some of the critical considerations that every campus should keep in mind when engaging in transactions in which the Research Foundation will receive equity in a start-up company. Subjects to be discussed include the RF's Joint Venture Policy and the RF's form equity documentation, with real world examples shared by the presenters.

Presenters: Ryan Williams • Steven Wood

2:15pm – 2:30pm Transit to next session

Coffee Break Sponsored by



Commitment • Service • Value • Our Bond

2:30pm - 4:00pm General Session

Just in Time Federal Intelligence

What we know and we don't know as we enter a changed political landscape. What might trends and opportunities look like a year from now? This critical session will help answer the questions we all have relating to the current state and future of federal funding for scientific research.

Presenter: Matt Hourihan, American Association for the Advancement of Science, R&D Budget and Policy Program

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4:00pm – 4:15pm
Transition to next session
Coffee Break Sponsored By:



4:15pm – 5:15pm
Concurrent Sessions II

Alternative to Effort Reporting with Internal Controls

This session is a case study on identifying risk, finding solutions, and establishing internal controls needed to ensure compliance with OMB Uniform Guidance Compensation - Personal Services 2 CFR 200.430. A panel of UB Sponsored Projects Services staff, Central Office HR and Internal Audit will discuss the path they followed in establishing a new process, identifying risk and establishing internal controls for alternatives to Effort Reporting. One of the commonly discussed areas of change as a result of the Uniform Guidance is the requirements surrounding tracking and reporting of payroll related costs. The primary focus of the revised time and effort requirements is that strong internal controls must exist for the reporting of salaries and wages to ensure that the payroll charged to various grants match where actual time is spent. While the previous standards were more prescriptive in the documentation requirements, the new standards provide more flexibility in the process, with the focus being on controls to ensure that time is charged to grants appropriately.

Presenters: Marlene Casey • Michele Jones • Kim Sammarco • Megan Zabel • Susan Zaffers-Vincelette

Cash Flow and How to Keep it Flowing

Challenges and techniques that have been used to successfully get reimbursement for outstanding receivables. Tools and tips on how to get paid by Uncle Sam and other sponsors. Panel of Accounts Receivable colleagues sharing best practices from their campuses.

Presenters: Jan Eden • Susan Messenger • Jane O'Clair

Contracting with Industry Sponsors

Explore more challenging aspects of drafting and negotiating research agreements with industry partners. Discuss industry sponsor needs versus university requirements and learn communication techniques to find common ground.

Presenters: Justine Gordon • Jennifer Mandina • Matt Mroz

Customer Discovery for Researchers

This session will explore how the "customer discovery" method championed by the NSF ICorps program is enabling SUNY researchers to engage with industry and grow their research programs. ICorps and other programs of this type are gaining popularity across the US and taking root all across New York State. Participants

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in this session will learn from a panel of experts who teach customer discovery methods at NEXUS-NY and PowerBridgeNY, as well as distinguished SUNY researchers who have gained from participation in these programs.

Presenters: Jim Aloise • Doug Buerkle • Jon Owejan • Miram Rafailovich • Karen Wolford

Mastering Difficult Conversations

This session is designed to build confidence in approaching others to conduct an effective conversation when conflict exists and/or the stakes are high. The importance of checking one's own frame of reference and understanding the same for others is focused upon to ensure that the conversation is productive, rather than adversarial. At the end of this workshop, participants will be able to: • Define "Frame of Reference" to establish a motive for having the conversation • Establish positive intent and desired outcome to ensure that concern and support is exhibited during the conversation • Describe the framework for an effective conversation using a Conversation Planner

Presenters: Elaine M. Angelo, Performance Consultant, ProKnowledge, LLC

5:15pm – 6:00pm

Cocktail Hour



Entertainment Sponsored by MVP

Featuring the Prime Time Ensemble

6:00pm

Dinner

Dessert Station immediately following dinner sponsored by:

WillisTowersWatson The logo for WillisTowersWatson consists of the company name in a purple, bold, sans-serif font, followed by a stylized graphic of vertical bars of varying heights, also in purple.

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Thursday, April 6

7:30am – 8:00am

Early Breakfast

Coffee Sponsored By:

consumermedical

8:00am – 9:00am

Post Breakfast Networking (pick either one)

Focus Groups - Here is your opportunity to convene in person with your focus group colleagues. Each group will have a facilitator to discuss topics pertinent to each focus group.

The Business of the RF

Your understanding the Research Foundation could be limited to the parts of it with which you interact – much like the six blind people were asked to determine what an elephant looked like by feeling different parts of the elephant's body. The person who feels a leg says the elephant is like a pillar; the one who feels the tail says the elephant is like a rope, the one who feels the tusk says the elephant is like a solid pipe, etc. This session will give you a holistic view of the RF's history and purpose, organizational structure, and plans for the future. And it's fun and interactive!

Presenter: Cathy Kaszluga VP Strategy & Planning

9:00am – 9:15am Transit to next session

9:15am – 10:00am General Session

Serving Other: A Leadership Journey



Charlie O'Connor, Managing Director, Institutional General Manager of TIAA will share lessons learned from his 24-year military career and his work with leadership icon Frances Hesselbein to illustrate how leaders can “inspire, nurture, and thrive” at all levels of an organization while serving the larger cause. The secret? It’s all about you.

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Mr. O'Connor currently serves as Managing Director and General Manager of the Empire State Sector, a multi-functional organization created in 2015 to serve the needs of SUNY, RF SUNY, CUNY, RF CUNY, and New York State employees eligible for the Voluntary Defined Contribution (VDC) Plan.

10:00am – 10:15am Transit

Morning Coffee Break Sponsored By:



10:00am – 3:30pm

SUNY PACS – Ask the Experts – Available on a walk in basis

10:15am – 11:15am

Concurrent Session III

Cost Sharing

Cost sharing is an issue that affects all institutions, and its implications are often confusing. This session will include a review of the types of costs that qualify for cost sharing, the accepted categories of cost sharing, and the requirements for documenting and reporting it. We will also discuss successful ways of tracking cost sharing to ensure it is not overcommitted.

Presenters: Susan Benoit • Regina Buschmann

Export Controls

“Reducing the risk to your campus- case studies on export control issues at universities.”

This is intended to be a discussion of recent case studies of representative issues that have been encountered at various universities. This will be an intermediate level discussion and attendees should come with a basic knowledge of export controls. Through the case studies, we will discuss what information is needed to be able to evaluate a potential export risk and possible resolutions.”

Presenters: Susan Gasparo • Scott Shurtleff

He for She

In 2014 Stony Brook University was designated an Impact University as a part of UN Women’s HeForShe Campaign for Gender Equality. There are only ten Impact Universities in the world; two in the United States. This focus on gender equality has facilitated campus dialogues on gender inclusion that have opened many possibilities. This session will focus on what we have been doing, lessons learned and most importantly, how you can begin/continue to support gender inclusion on your campus.

Presenter: Dr. Charles Robbins

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How to Find the Right Funders for Faculty Research Programs

Many research administrators identify funding opportunities through requests for proposals, funding database searches, and through established relationships with funders. But there are other ways to identify funding that move beyond the RFP. We will review common funding search techniques, and then provide examples of non-traditional search methods.

- Participants will become familiar with methods of identifying funding opportunities which do not require database subscriptions or established relationships with funders;
 - Participants will also be provided with a review of traditional means of identifying funding opportunities.
- Panelists: Katie Keough • Beth Polzin • Dawn Grzan

Tips from a Fellow Research Foundation

Presenter: Michael Falk, General Counsel for WARF (Wisconsin Alumni Research Foundation)

11:15am – 11:20am Transit to next session

11:20am – 12:20pm

Concurrent Session IV

Crowdfunding: A new funding source

This session will discuss how one campus is moving forward to leverage crowdfunding in support of faculty projects. The panelist will discuss the steps thoughtfully taken to best serve the University Community, researching vendors, developing processes, and building policy. A UB PI will share details of a successful campaign, with lessons learned. Additionally we will have a third UB PI share successful strategies he has used to Crowdfund/source for his projects.

Presenters: Geoffrey Bartlett • Dawn Baumgarten • Martha Bohm

Cost Transfers

While there is no such thing as a good cost transfer, some are definitely more allowable than others, and some are sure to make the auditors smile with anticipation of some major findings. So, how do we differentiate between the two? And better yet, how do we prevent them altogether? In this session we will concentrate on what is considered a cost transfer, its causes, and possible consequences, as well as how to process them appropriately to mitigate damage. Most importantly, we will discuss the best practices aimed at minimizing and preventing cost transfers.

Presenter: Kris Rhodes, Maximus

Increasing Employee Engagement

This session will include tips and trusted methods on how to increase your overall engagement as well as the teams you work on. Research indicates that employees who have personal satisfaction in their role, a good relationship with their manager and social connectedness with their colleagues are more likely to positively contribute to their department and to their campus. Giving staff a line of sight between their role and the mission of SUNY RF is critical to employee engagement. We'll share with one another what's working in your departments

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and give you pointers on what's working across the country.

Presenters: Kathleen Caggiano-Siino • Betsy Colon

Organizational Effectiveness for Research Administration

Participants will be introduced to organizational effectiveness so they may evaluate an assessment of their campus or department. Time will be provided to reflect on what benchmarks are useful for their institutional/functional area review. An introduction to the ideas of Institutional Effectiveness Systems, Organizational Culture and how to engage your team will be included. Participants are asked to bring with them to the session their department or campus strategic plan, mission statement or institutional learning outcomes, so they may leave with practical steps to begin this work.

Presenters: Nicole Strevell-Childrose

Strategies for Managing COIs

Brief (3-5 minute) perspective sharing from the panel members on: how their campus COI process is structured; how long it has been in place and their satisfaction with it. There will also be discussion about the issues campuses are struggling with at the moment. A facilitated debate/discussion will also be included.

Presenters: Adrienne Bonilla • Susan Gaspar • Nancy Lewis • Patricia Rybji

12:20pm – 12:30pm Transit to next session

12:30pm – 1:00pm Lunch

Box Lunch Partially Sponsored By



1:00pm – 1:10pm Transit to next session

1:10pm – 2:10pm

Concurrent Session V

Broader Impacts, Recruitment and Retention, and Educational Activities: Researching, Developing and writing high quality diversity and inclusion efforts into your federally funded grant proposals

This introductory workshop will focus on sharing effective strategies and approaches to writing strong, focused, diversity and inclusion plans required of many federal grant proposals. Participants will be guided through a series of questions to help them in aligning their diversity efforts with their proposal and funding agency expectations, and to identify collaborators and resources at their institution and across the SUNY system they can leverage to make their proposals more competitive. Participants will have the opportunity to review recruitment and retention plans from successful grant proposals to assist in developing potential templates for their own organizations.

Presenters: Dr. Angel Gonzalez • Toni Sperzel

Internal Controls – 2016 OMB Compliance Supplement

The Uniform Guidance places strong emphasis on internal controls to reduce the risk of waste, fraud, and abuse in the stewardship of federal funding. Providing insight into how institutions can establish effective internal controls

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and how auditors will assess internal controls during the Single Audit. This session will review key takeaways related to internal controls from the Uniform Guidance and Part 6 and explore how institutions can build an effective system of internal controls.

Presenters: Kerry Gilchrist • Donna Kiley • Kris Rhodes, Maximus • Don Miller

New IT Security Standards in Federal Awards - FISMA, NIST, and Regulated Data

Protecting research information and systems from unauthorized access, use, disclosure, disruption, modification, or destruction is a critical component to safeguarding research information and preventing financial loss or damage to the university's reputation. Protecting confidential information is not only a legal and business requirement, but is also an ethical requirement. Due to increased cybersecurity concerns throughout the world, sponsors are including more stringent requirements for working with restricted data. CUI, 800-171, 32 CFR 2002, FISMA, NIST, HIPAA. What do they mean? How do they impact my University's portfolio? What should I be doing to comply?

Presenters: Rich Agnello • Scott Shurtleff

Reduce Risk in Issuing Subawards

Lessons learned from implementing Uniform Guidance requirements pertaining to completing risk assessments on Subrecipients; risk assessment tools and how to find them, FDP risk assessment, monitoring and enforcement techniques, and identifying and mitigating risk levels.

Presenters: Annette DiPietri • Justine Gordon • Carrie MacCue

They Said What??!!..at work

Join us for this lively, informative, interactive, and fun session that will explore how to create your most "Professional Work Self." This presentation will focus on fostering an environment that decreases claims of discrimination and harassment and boosts professionalism and civility in the workplace.

Presenters: Amanda Maleszweski • Matt Miller

2:10pm – 2:15pm Transit to next session

2:15

Ask the Experts/Best Practices/Oracle Experts Panel/ Wrap Up

Here is your opportunity to ask questions of our panel of experts from Legal, Finance, Audit, I&P, Sponsored Programs, HR and IT. During this time we will also be answering any questions that were submitted in the boxes that were placed throughout the conference.