Minutes

NCURA Region VI Fall Business Meeting

November 2, 2004

Washington, DC

Call to Order and Welcome

The Chair, David Mayo, California Institute of Technology, called the Region VI business meeting to order. There were approximately 80 members of Region VI present at the meeting.

Approval of Minutes

Members were asked to review the minutes from the Region VI Spring meeting in San Francisco dated April 20, 2004. Pamela Webb, Stanford University, moved to approve the minutes; Pat Hawk, Oregon State University, seconded; motion approved.

Treasurer's Report

Cindy Lopez, Region VI Secretary/Treasurer of California State University , Monterey Bay gave the FY04 treasurer's report through 9/30/04 . The report was made available to the membership in attendance. Income to date was $103,046.83; $100,215.73 was income from the Region VI/VII Spring 2004 Meeting; $142.76 from Interest and $2,688.34 from FY03 carryover. The final expenses, national office corrections and revenue transfers to Region VII for the spring meeting are being finalized.

Total expenses to date for the Region VI/VII Spring 2004 meeting were $79,213.18. The 2003 National Meeting expenses were $95.18 and the remaining expenses were bank fees for $145.06, which brings a total of $79,453.42 in expenses.

Therefore, net Income thru 9/30/04 is $23,593.41 and the cash balance from FY03 brings the Cash Balance to date to $29,133.59. In addition, the Mutual Fund balance was $15,354.80 bringing the total assets to $44,488.39. Motion was called to approve the report, motion was seconded and approved.

Regional Elections

David Mayo congratulated the newly elected Region VI officials. A handout was given to members that outlined all Region VI elected officials and the regional meeting locations.

The four elected positions which start 1/1/05 include:

-Chair-elect: Ann Pollack, UC Los Angeles

-Secretary/Treasurer-elect: Katherine Ho, UC San Francisco

-Regional Advisory Committee member: Bruce Morgan, UC, Irvine

-NCURA Board of Directors member from Region VI: David Mayo, California Institute of Technology

David thanked the nominating committee: Richard Seligman-California Institute of Technology, Dan Nordquist-Washington State University , and Cora Diaz-UC Santa Barbara.

Regional Spring Meeting ï¿½ April 2005

David Mayo announced the upcoming 2005 regional VI/VII spring meeting to be held at the San Marcos Resort in Chandler Arizona . David introduced Region VI Chair-elect and Head of the Spring 2005 Program Committee, Gary Chaffins-University of Oregon , to discuss the spring meeting.

The location is 15 miles from Phoenix and volunteers are needed for the many programmatic tasks. There are many new members to NCURA who will need the support of the regional meetings for their professional development since the costs is much less to the institutions than the national meeting.

Nominating & Leadership Development Committee

Dan Nordquist-Washington State University , the Region VI member to the national Nominating & Leadership Development Committee gave a brief review.

Peggy Lowry-Oregon State University is the Chair of the committee. To improve communication, a leadership convention is being discussed to fill the gap between the regional and national officials. The Chair will nominate three members from each region. Please think about names of people to nominate.

The NCURA 2004 Catherine Core travel award recipients included Adrienne Lee-University of Hawaii .

The 2005 class for the Leader Development Institute was selected. This is a one-year program to help cultivate and grow the NCURA leaders of tomorrow. Each selected participant receives an advisor/mentor and classes are held virtually and in person. Call for 2006 class participants is in March, 2005.

Report from Member of the Board

Region VI Board representative Pat Hawk-Oregon State University and Georgette Sakumoto-University of Hawaii , Member at Large gave an update. Pat acknowledged the very active Region VI members and their many contributions to NCURA.

-Strategic Plan ï¿½ challenges with growth of members and how to keep them involved and interested. Increase professional development programs. Increase member involvement and identify new potential volunteers.

Report from the Professional Development Committee

Vincent, ï¿½Boï¿½ Bogdanski, University of Utah , from Region VII gave a brief report from the last meeting on 10/30/04 .

- Price Waterhouse is interested in sponsoring and having NCURA assist with workshops on export control;

-Looking into accreditation by IACET for professional development programs;

-Evaluation of NCURA programs continues;

-Updating IP micrograph;

-Agenda for the 2005Video Workshops will be released soon and will probably include: Sponsored Programs Financial Management, International agreements, Principles of federal research, and Best Practices,

-Upcoming online Training may include: Export Controls, NIH, Policy update, What to sign/not sign . The online Subcontracting course was a well received topic and method.

Regional Travel Awards

David gave an update on regional travel awards. Issuing travel awards is a choice for each region. The region did not have the funds available to issue awards the last two years but will have for 2005. The RAC met and discussed two types of awards: A lesser award amount for attendance at a regional conference and more for the national conference. The funds are intended for people that were never able to attend a conference before.

Helen Carrier Award

Stay tuned for more information regarding the Helen Carrier competition. These funds are to assist with local regional training and information seminars.

New Business

David appointed the 2005 Chair-elect, Ann Pollack head of the 2006 logistics for the spring regional meeting in Hawaii .

Meeting Adjourned

David called for a motion to adjourn the meeting. The motion passed at 2:46pm.

Prepared by Cindy Lopez

Region VI Secretary/Treasurer

11/3/04