

**NCURA Region II Spring Meeting
Hyatt Regency
Rochester, NY**

**Business Meeting Minutes
May 7, 2007
12-1 p.m.**

1. Opening of the Meeting – Ruth Tallman, Lehigh University, Chair

Ruth thanked all the vendors and sponsors especially Kodak, Inc. for the donation of the disposable cameras for our attendees. She also thanked all the new members for attending.

2. Welcome and Remarks – Pam Whitlock, University of North Carolina at Wilmington, NCURA President

Pam started out by stating she's been a member of Region II for many year now and attending the other region's spring conferences has been a great opportunity to see how others do their yearly conferences. It's nice to see the different styles.

Pam announced the upcoming professional development series offered by NCURA National. Also, she announced another "Fundamentals" conference offering that would soon be completed and available for registrations. The call for peer reviewers is now available. The Leadership Development Institute (LDI) format was reviewed and changed a little. The National Board always encourages feedback. Thank you.

3. Nominating and Leadership Development Committee Report – Ed Herran, Memorial Sloan-Kettering Cancer Center, Region II Member of NLDC

Ed announced that there are three (3) things year he'd like to talk about:

- 1) Regional Volunteerism Policy and Guidelines should be done by the regional officers.
- 2) Leadership Development Institute Nominations are currently open for 2008.
- 3) National Positions open for Nominations and Elections this year are:
 - Vice President
 - President Elect
 - Secretary
 - 2 Board Positions

4. NCURA Neighborhoods – Holly Benze, Johns Hopkins University

Holly announced the following information about the Neighborhoods:

- 1) There are seven (7) neighborhoods
- 2) New slogan – "Connection to Our Community"
- 3) Use the neighborhoods when nobody has an answer for you
- 4) There are many resources available
- 5) Please complete the survey that has been sent to all the members so we are able to improve the neighborhoods
- 6) Announced some upcoming programs being offered through the Neighborhoods

5. Presentation of the Second Annual Region II Distinguished Service Awards – Mary Louise Healy, Treasurer Elect

Mary announced our 2007 Distinguished Service Awards Recipients and their nominators spoke a little of each of their personal and professional experiences to make them outstanding and well deserved awards:

- **Denise Clark**, Director of Research Administration and Finance, Rensselaer Polytechnic Institute
- **Marti Dunne**, Associate Vice President for Research Compliance and Administration, New York University
- **Gunta Lidars**, Associate Vice President for Research Administration, University of Rochester

6. Program Updates and Reminders – Martin Williams, William Patterson University, 2007 Program Co-Chair

Martin provided some housekeeping and session updates to the members. He also presented the 2007 Program Committee with gifts in recognition of all their hard work on putting together a successful program and conference in Rochester. Ruth Williams, Chair of Region II, also presented Martin with a copy of the Rochester Program Cover that was framed as a thank you from the regional members. Below is the list for 2007 program committee members:

2007 Spring Meeting Program Committee

- **CHAIR:** Martin Williams - William Paterson University
- **Vice Chair:** Brenda Kavanaugh - University of Rochester
- Holly Benze - Johns Hopkins University
- Wayne Brown - Rutgers University
- Betsy Colon - SUNY Geneseo
- Jeff Falchi - Syracuse University
- Kari Hodges - New York University
- Deborah Huggins - Temple University
- Stan Jackson - University of Maryland, Biotechnology Institute
- Jared Littman - St. Johns University
- Kimberly Meszler - University of Rochester
- JoAnne Parsons - Pennsylvania State University
- Peggy Schoen - Rowan University
- Susan Shanks - University of Rochester
- Amanda Snyder - University of Maryland, Baltimore
- Cheryl Williams - University of Rochester
- Marjorie Zack - Rochester Institute of Technology

7. Future Meeting Sites – Quick Poll

2008 – Pittsburgh, Pennsylvania (already confirmed)

2009 – Sites suggested by members to look into are:

Annapolis, Maryland

Baltimore, Maryland

Williamsburg, Virginia in collaboration with Region III possibly

Boston, Massachusetts in collaboration with Region I possibly

8. Review and Approval of Previous Meeting's Minutes – Diane Shaw, The Pennsylvania State University, Secretary

Diane reviewed some highlights of the Business Meeting held during our annual National Conference in Washington, D.C. in November 2006. She also reminded everyone that the hospitality suite is in room 2312 and would be open for commuters throughout this conference and from 9-12 each evening. Encouraged folks to come visit, relax, and mingle with other colleagues.

Motion made to accept minutes by Cheryl Williams; seconded by Anne Holmes.

9. Regional Treasurer's Report – Helena Moynahan, University of Maryland Treasurer

Helen provided the members with our 2006 & 2007 budget summaries for review and comment. There were no questions.

10. Adjournment at 1:00 p.m.