

Region II
Steering Committee Meeting
Minutes

Monday, November 5, 2006
Region II Hospitality Suite, 2101-

Attendees: Angela Sgroi, Erica Kropp, Mary Louise Healy, Helena Moynahan, Joe Sullivan, Tammy Custer, Greg Slack, Brenda Kavanaugh, Ed Marti, Jeanne Galvin-Clarke, Martin Williams, Ruth Tallman, Cheryl Williams, Christine Katsapis

1. Review and approval of minutes from last meeting
2. Report from National
 - Marti Dunne and Ed Herran – NLDC – coordinating volunteer opportunities, working with Myrta. Trying to make it seamless between regions and national – posting our region action plan, in future, national will form a common template – national wants region to support LDI – Tammy Custer is joining. Use of LDI graduates – how to do it, approximately 50 per year. LDI has members do projects and present them – Julia Jacobson – Gold Award – Distinguished Service Awards – Outstanding Research Administration Award – but the Gold Award is a rare and beautiful thing. Statistics: number of members per region – 462 volunteers nation-wide and that does not count, speakers, presenters and moderators, that’s another 300. Region II has about 15% of those numbers. Financial Management Committee Report from Ed. – we have a conservative investment portfolio.
 - Erica Kropp – PDC report – Holly Benze and Ann Geronimo are both on the committee – programming summary from NCURA was passed around – RFP going to board for approval – consultants to look at fundamentals workshop and make suggestions on how to improve methods – not to change content of program – speaker training part of that RFP. Major program coming on board this year – departmental administration training program – beta test in March. Also puts forward for mono and micro graphs such as effort reporting and cost sharing done at the same time. New look of newsletter – more like a magazine. New topic came of Bo approached by several people that there needs to be more on export control. Working group developed to put some thing together. Senior summit a possibility. Holly talked about the Neighborhoods changing look on website – continuity, understanding that they are not the total source for information. RMR – on line? Searchable? Be sure to bring good presenters and sessions to PDC attention. Report from the Board, Erica: peer review program – office review, new program review, minimal cost, offering expertise – 28 people are currently being trained.
 - Marti Dunne - International Commission report: NCURA is making an effort to bring in our foreign partners. Many of us have overseas campuses now. Expecting great growth in this area. Meeting statistics, 2042 attendees, about the

same as last year. Membership at 6500. FRA in New Orleans in February 24-26. National hopeful that we will continue to fit in the Hilton for several years.

3. Treasurer's report – Helena Moynahan – see green sheet – current balance of positive \$64,251.24. Brenda – our balance is small compared to other regions
4. Communications Committee Report – Anthony Capobianco - Ruth reported for Anthony – archiving reports, forms, pictures, etc.
 - a. Region II Website
5. Mentoring, volunteering – Mary Louise Healy – volunteer committee – trying to get volunteers tonight at hospitality suite
6. Upcoming Regional Elections: Mary Louise Healy
Chair Elect launched after meeting
Treasurer Elect
Secretary
7. Region II Meeting – Pittsburgh, PA, program committee report, Joe Sullivan and Greg Slack – Hilton downtown boat cruise on Monday night – Sunday, Pirates are in town – Falling Water – provide information on website – raffling restaurant certificates – industry, tech transfer mix for plenary session – Urban Challenge -
8. Vendors and sponsors at the Spring meeting - discussion
9. Upcoming sites for future meetings – Pittsburgh, Pennsylvania, 2008. 2009? Annapolis?
10. Regional Goals for 2007 and beyond – Continuing to provide core knowledge of research administration principles and practices, training the trainer. – will continue to offer the core workshops – Joe knows a guy at Pitt who provided “training the trainer” sessions – he will talk to him – Anne Holmes has volunteered to teach to core session in Pittsburgh – Fundamentals for the Region? National is \$565 per person \$480 locally for national fundamentals. Fundamentals committee? Traveling throughout the Region? Marti, Cheryl, Angela, Peggy, Jeanne – what is the regional ensigna of the region? A sailboat – Sailing the waterways of Region II
11. Discussion