The 2014-2015 Research Seminar Series at Mississippi State University provides the campus community a wealth of resources about conducting research and securing funding. We hope that you can attend.

REGISTRATION
Please register for spring seminars at www.research.msstate.edu/workshops

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Mississippi State University does not discriminate on the basis of race, color, religion, national origin, sex, age, disability or veteran status.
Professional Development for Research Administrators

Research administration can be a very complex area of knowledge, and the rules and regulations are ever-changing. This session will provide participants with tools and resources for staying abreast of these changes and for expanding his or her knowledge in this field. We will discuss professional organizations, professional certifications, as well as other learning and development opportunities for the Research Administrator.

Facilitator
Stephanie Hyche, Assistant Director of Sponsored Programs Administration

Panelists
Carly Cummings, Assistant to the Dean - Research, College of Arts & Sciences
LaDonna Bullman, Contracts & Grants Specialist, MAFES Administration
Michele Anderson, Program Coordinator, Energy Institute
LeLe Newell, Senior Grants & Contracts Administrator, SPA

Friday, February 6, 2015
2:30-4 p.m.
Bost Extension Center Theater
Can One Lab Accident Change the World?
This lively and entertaining presentation will focus on the repercussions associated with several lab accidents that have occurred in the past several years. These accidents have affected not only people’s lives but institutions and governments. The discussion will cover the causes of these incidents, what we learned from them and what we can do with this information. This session will also count for Responsible Conduct of Research (RCR) training.

**Presenters**
- Patricia Cox, Biosafety Officer
- Erin Kiess, Chemical Hygiene Officer

Thursday, February 12, 2015
2:30-4 p.m.
Bost Extension Center Theater

**Introduction to Export Control: The Basics**
Introduction to Export Control is intended to provide the basic foundation for understanding and working with the subject of export control. Information will be provided on what an export is, why export control is important, is it export control or export compliance -what’s the difference, who are the players in this arena, why should I be concerned about export control, how does it affect my business area, and much more. Whether you are new to dealing with this topic or have been working in it a while, attending this seminar will assist you in performing your job better.

**Presenter**
Neil Lewis, Director of Research Security

Tuesday, February 24, 2015
2:30-4 p.m.
Seminar Room, CAVS
Navigating the Research Administration Process

The Office of Research and Economic Development (ORED) is responsible for ensuring compliance with all applicable federal, state and university regulations/policies related to research and external funding of sponsored projects. We are also responsible for maintaining the integrity of the project data, routing both incoming and outgoing transactional documents, and responding to University inquiries and requests from external entities for reporting related to Research Division external funding, E&G funding, and separate appropriations.

This seminar will look at human resources and budgeting aspects in project management and closeout. Specific emphasis is placed on interdepartmental communication, budget/budget justification development, cost transfers, cost sharing, etc. Delving deeper into responsibilities regarding budget and personnel management, this seminar will cover the following topics:

- Employment Action Forms (EAFs)
- Job Labor Redistribution Forms (JLRFs)
- Position Approval Request Forms (PARFs)
- Summer Appointment Request Forms (SARFs)
- Request for Other University Employment Activity (ROUEA)
- Budget Modules
- Managing E&G Funds
- Restricted Funds
- Reconciling

This seminar is designed for individuals who are just beginning to work in budget management or for those who want a refresher in the topics mentioned above.

**Presenter**
Sandy Williamson, Executive Director of Research Fiscal Affairs

**Wednesday, March 18, 2015**
2:30-4:30 p.m.
Bost Extension Center Theater
**Jump Start! Tips on Writing an NIH R01 Application**

This session is designed to jump start development of competitive NIH proposals. The focus is on the NIH’s major mechanism for funding of research project funding—the NIH R01—and the types of funding opportunity announcements that support R01 application submission. The speaker will focus on the NIH peer review and scoring processes and the key components of the proposal narrative that align with each scored review criterion. Tips on writing strategies and audience-centered communication are designed to guide development of major proposal sections: Biosketch, Specific Aims, Significance, Innovation, Approach, Preliminary Studies, and Facilities and Other Resources.

**Presenters**

Kathy Doyle Grzech, Associate Director of the University of Kentucky Proposal Development Office
Camille Blake, Professional Associate of the University of Kentucky Proposal Development Office

Tuesday, March 24, 2015
10 a.m.-2:30 p.m. (lunch provided - must register)
Franklin Furniture Auditorium

**Writing and Application Strategies for NIH F31/F32 Fellowships**

This presentation is geared towards graduate students and postdocs that are interested in writing, or have begun writing, an F31/32 or other training-type proposal. It will cover multiple aspects of proposal preparation and submission, including: eligibility, applicant and submission requirements, writing strategies for specific sections of the fellowship, review criteria, resubmission strategies and resources available to help with the proposal. We hope that students and trainees will leave with a good idea of how to write a successful fellowship proposal.

**Presenter**

Camille Blake, Professional Associate of the University of Kentucky Proposal Development Office

Tuesday, March 24, 2015
1-2:30 p.m.
Colvard Student Union, Fowlkes Auditorium
Developing Data Management Plans (DMP) and Individual Development Plans (IDP)

Data Management Plans (DMP) are becoming essential components of research projects and are often mandated by funders. This seminar will provide a how-to guide for developing these plans, with the goal of making your work more efficient and your grants more competitive. It will include tools and tips for assessing your data needs, as well as organizing, managing, and sharing your data to meet funding agency requirements. Examples of data management plans will be provided, as will information about how an institutional data repository can help. The DMP for MSU is being coordinated through the Mitchell Memorial Library. A representative from the library will describe the process and resources available to all researchers preparing their DMPs.

There will also be discussion on the recent NIH guidance regarding the use of Individual Development Plans (IDPs). The National Institutes of Health (NIH) strongly encourages institutions to develop and use IDPs for all NIH-supported graduate student and postdoctoral researchers, whether on training grants, fellowships, or research project grants. Learn more about the resources available through the Office of Research Compliance.

**Presenters**
Kacey Strickland, Director of Research Compliance
Stephen Cunetto, System Administrator, Mitchell Memorial Library

Wednesday, March 25, 2015
2:30-4 p.m.
Mitchell Memorial Library Auditorium
Introduction to Export Control: The Basics
Introduction to Export Control is intended to provide the basic foundation for understanding and working with the subject of export control. Information will be provided on what an export is, why export control is important, is it export control or export compliance -what’s the difference, who are the players in this arena, why should I be concerned about export control, how does it affect my business area, and much more. Whether you are new to dealing with this topic or have been working in it a while, attending this seminar will assist you in performing your job better.

Presenter
Neil Lewis, Director of Research Security

Tuesday, March 31, 2015
2:30-4 p.m.
Bost Extension Center Theater
Working with Foundations
Are you planning to seek funding from a Foundation? This session will center on the coordination that takes place university-wide in developing and fostering relationships with Foundations. We will discuss the difference between a gift and a grant, best practices for working with Foundations, and how Sponsored Programs Administration and the MSU Foundation work together when a foundation is funding your project.

Presenters
Angie Templeton, Grants and Contracts Administrator
Heather Andrews, Director of Prospect Management
Nathan Moore, Director of Corporate and Foundation Relations

Tuesday, April 7, 2015
2:30-4 p.m.
Bost Extension Center Theater

Subcontracts: What To Do?
So you plan to submit a proposal that contains one or more subawards — what do you do first? Discover the answer to this question and explore other exciting topics when you join us for an informative session on Subcontracting. We will cover the life cycle of a subaward from proposal stage through closeout, with particular interest on the topics of Risk Assessment and Subrecipient Monitoring.

Presenter
Penny French, Senior Grants and Contracts Administrator

Tuesday, April 14, 2015
2:30-4 p.m.
Bost Extension Center Theater

DO YOU HAVE AN IDEA FOR A SEMINAR?
LET US KNOW!
ltaylor@research.msstate.edu
Who’s Citing You? Tracking the Impact of Your Research

How do you know the impact of your scholarly work? What metrics exist to help you quantify this impact? This workshop will provide an introduction to the resources available to help you track the impact of your work and provide an overview of commonly referenced bibliometric measures. We'll also discuss the rise of almetrics, the use of alternative means to measure the impact of research or a researcher.

**Presenter**
Deborah Lee, Professor and Coordinator, Graduate Student Services, Mitchell Memorial Library

Wednesday, April 22, 2015
2:30-4 p.m.
Mitchell Memorial Library Auditorium
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