Best Practice Roundtables are small-group, open forum discussions led by subject matter experts and offered throughout the year on a variety of practical topics for research administrators and investigators.

Establishing an Umbrella IRB Application for Secondary Data Analyses
Ann Johnson, Associate Director, Institutional Review Board (IRB), will facilitate a discussion and workshop on how to establish an Umbrella IRB Application for secondary data analysis. Discussion will center on the criteria that must be met in order to qualify for the Umbrella IRB Application, as well as how to complete the appropriate IRB application in ERICA.

Tuesday, September 27th 10:00am - 11:30am HSEB, Room 5100A

Consent Document Simplification
Ann Johnson, Associate Director, Institutional Review Board (IRB), will facilitate a discussion and workshop on how to simplify consent documents for human subject research. Examples of simplified consent documents will be provided for review.

Tuesday, October 4th 10:00am - 11:30am HSEB, Room 5100A

Cost Transfers
Dawn Atterbury and Sally Petersen from Research Management and Compliance will discuss tips and techniques for cost transfers in grants and awards.

Tuesday, November 29th 10:00am - 11:30am HSEB, Room 5100A

Limited seating is available. Please register online at https://education.research.utah.edu/special_events.jsp
Research Administration Training Series
Fall, 2016

Complete class descriptions, Certificate of Achievement program details, online instruction and registration is available at our website at www.education.research.utah.edu or contact Tony Onofrietti, Director, Research Education at 801-585-3492 / tony.onofrietti@hsc.utah.edu.

**August Classes**
- Introduction to eProposal
- Overview of Research Administration

**September Classes**
- Understanding IRB Applications in ERICA
- Research Data Management and Sharing for Social & Behavioral Sciences and Humanities
- Understanding IRB Report Form Submissions in ERICA
- Electronic Federal Grant Application Using Cayuse 424
- Introduction to Environmental Health & Safety and Radiological Health
- Investigator Training Workshop: Pre-Award Session
- Fundamentals of Effort Reporting, Audits and Recharge Centers
- Introduction to the Office of Sponsored Projects
- Introduction to ClinicalTrials.Gov
- Mandatory Effort Reporting (ePAR) Training
- Advanced Considerations of Reportable Events in Human Subject Research
- Financial Management in Clinical Research
- Introduction to SciVal Funding
- Effective Negotiation in Research
- Investigator Training Workshop: Post-Award Session
- Governing Regulations for Grants and Contracts
- Understanding IRB Report Form Submissions
- Introduction to ClinicalTrials.Gov

**October Classes**
- Introduction to Research Integrity
- Governing Regulations for Grants and Contracts
- Researcher Resources and Funding Searches
- Managing the Return of Incidental Findings in Research
- Introduction to the IRB, IACUC & IBC
- Grant-Writing Workshop: Foundations and Charities
- Investigator Training Workshop: Clinical Research Session
- Tissue Banking in Research
- Research Data Management and Sharing in the Sciences, Engineering & Medicine
- Proposal Preparation, Processing and Review
- Source Documentation for Clinical Research
- Protocol Billing Grids (PBG) and Medicare Coverage Analysis (MCA)
- Project Management: Implementing the Award Process
- Investigator Training Workshop: Researcher Resources Session
- Seminars on the Utah Population Database

**November Classes**
- Clinical Research Budget Development, Negotiation and Oversight
- Introduction to Technology Commercialization & Intellectual Property
- Research Participants & Informed Consent Process
- Budget Preparation and Development
- Institutional Review Board (IRB) and Human Subject Research
- Foundation Grant Searching Using FDO
- Grants Management Essentials
- Grant-Writing Workshop: The NIH
- Responsible Authorship and Peer Review
- Principles of Contracts, Subcontracts & SubAwards
- Informed Consent: Models and Requirements
- Mentoring for Fun and Profit!
- Patent Searching and Public Information Resources

**December Classes**
- Laboratory Leadership and Staffing
The mission of the Research Administrators' Network (RAN) is to provide a forum for colleagues to share ideas and to offer general peer support and guidance for the benefit of the University research community. The RAN further promotes opportunities for networking and potential research collaborations.

RAN Meetings feature research administration departmental updates and special invited “Short Talks”:

“Building for the Future: Research Initiatives at the University of Utah”
Ivy Estabrooke, Ph.D., Executive Director, Utah Science Technology and Research (USTAR)

Monday, September 26th
3:00pm - 4:00pm
Intermountain Network and Scientific Computation Center (INSCC) Auditorium

“Undergraduate Research Opportunities Program (UROP)”
Rachel Hayes-Harb, Director, Office of Undergraduate Research

Monday, October 24th
3:00pm - 4:00pm
Eccles Institute of Human Genetics (EIHG) Auditorium

“LabArchives: An Electronic Notebook to Increase the Efficiency and Reproducibility of Your Research”
Daureen Nesdill, Associate Librarian, Marriott Library

Monday, November 28th
3:00pm - 4:00pm
Intermountain Network and Scientific Computation Center (INSCC) Auditorium

To become a member of the Research Administrators’ Network (RAN), please contact Danny Trujillo, Project Coordinator, at 801-587-3958 or at danny.trujillo@hsc.utah.edu.