

● Organizing Your Staff for Success and Efficiency

The functions performed by a research administration office, broadly defined, are essentially the same the world over. As research administrators, we assist our faculty in finding new sources of funding, we ensure our institutional standards remain intact as our researchers submit new requests for funding, and we negotiate and manage awards through their lifecycle, among many other activities. What is different across institutions is how we structurally and organizationally manage our offices. This workshop will focus on several organizational structures, how these structures work, and the impact of the various structures on operational best practices. Specifically, we will address the benefits, efficiencies, and challenges of the traditional Pre-Award and Post-Award structures along with associated work allocation models, plus look at other functions that have been more clearly defined in recent years, i.e., Research Development, Information Technology functions, and managing a hybrid workforce. We will examine why one structure may work at one institution, but not at another. Participants should be prepared to share your organizational structures as well as your organizational challenges.

Presenters | Biographies:

- **Mr David Richardson, University of Illinois (United States)**

David Richardson initiated his research administrative career in 1992 having served at multiple institutions while remaining actively involved in the field of research administration at both the national and global levels. He has executive experience managing all aspects of the sponsored project lifecycle and through a variety of office structures and varying resources. He is a frequent presenter, workshop instructor, and invited speaker sharing his knowledge of research administration around the globe. Dave currently serves as the Executive Associate Vice Chancellor for Research and Innovation at the University of Illinois at Urbana-Champaign.

- **Ms Rosemary Madnick, The Lundquist Institute (United States)**

Rosemary Madnick recently joined The Lundquist Institute for Biomedical Innovation as the Executive Vice President for Research Administration. Prior to taking on this role, she served as the Executive Director for the Office of Grants and Contracts Administration at the University of Alaska Fairbanks. She has been involved in strategic implementation of new organizational structures to support grants and contracts operations and implementation of activities requiring facilitation and change management activities. Her prior experience with grants and contracts management at various institutions of higher education has provided her with more than 30 years of knowledge in research administration.

Programme Layout:

- 13:30 – 17:00 (10 min Break (1) 14:50 | 10 min Break (2) 16:00