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SPECIAL POINTS OF INTEREST:

- **CRA Exam December 3-17, 2011, Application Deadline: October 15**
- **CPRA Exam August 20-September 3, 2011, Application Deadline: July 15**

MEET YOUR RACC CHAIR, JOHN D. SITES, JR., CRA

The Research Administrators Certification Council (RACC) board members represent diverse backgrounds, geographic distribution, and other demographic characteristics in order to best serve its stakeholders—you, the Certified Research Administrator. The Chair of RACC serves a one-year term so I thought it might be interesting to tell you a little about your current Chair, John D. Sites, Jr., CRA.

After working in the field of research administration for ten years, he decided to look for a new challenge and a way to measure his level of expertise with that of his peers. His Director at the time was a CRA and introduced John to the program.

After John received his CRA, he was contacted by some friends about submitting his name for consideration as a member of the RACC Board. John said, "I was hesitant at first. We have some very talented and knowledgeable Board Members and CRAs. Fortunately, they were kind enough to give me an opportunity to serve on the Board and give something back to the research administration community....I'm proud and humbled by that."

Like most of us in this occupation, John enjoys working with other people involved in what we do. He acknowledges that people in research administration, "work so hard in a regulatory environment that is constantly changing."

Outside of RACC responsibilities and his day-to-day job, John enjoys Dutch-oven cooking and the outdoors. John says, "My idea of the perfect retirement would be as a chuck wagon cook on a dude ranch....preferably around Yellowstone National Park, where the buffalo roam and the deer and antelope play."

Bring your snow boots, John, along with that Dutch-oven; it's April as I write this. It snowed all weekend, snowed today and will definitely snow more before the daffodils bloom and the buffalo head back into the park!

Your Montana in-focus editor,
Sandy L. Sward, CRA
Director, MSU Sponsored Programs

CRAs PARTICIPATE IN ITEM REVIEW SESSION

One of the important components of our examinations is the validation process. This begins with our convening a group of certificants who review questions that have been written and submitted to be used on future forms of the examination. In March a group of CRAs met to validate questions for the CRA exam. We'd like to thank the following for providing their time and expertise:

Amy Always, CRA
Nicole Babilya, CRA

Sharon Bernard, CRA
Angela Cook, CRA
Henrike DeHaas, CRA
Keri Lansdell, CRA
Shauna Pendleton, CRA
Kathy Thatcher, CRA
Tonia Tost, CRA
Angelina York, CRA

A special thanks to Board of Director's Vice Chair, David Hollingsworth, CRA, for acting as the Board liaison at the meeting.

These sessions are held annually in different areas of the

country. As we schedule them we send a blast email to our certificants in the geographic area of the meeting. If there's one near you we urge you to participate. Not only will you earn 7.5 contact hours of continuing education credit for each day, but you'll learn a lot too.

By Joan Campbell, CAE

BODY OF KNOWLEDGE REVIEW SESSIONS

If you know of someone who is planning to take the CRA examination and would like to review the body of knowledge (BOK) in preparation, we have a number of upcoming review sessions. Or, if you are already a CRA, but want to take a refresher course in the body of knowledge, the RACC grants 7.5 contact hour credits toward recertification for those who attend the session. Upcoming dates and locations:

April 30 – Isle of Palms, SC at NCURA Region III meeting

May 6 – Montgomery, AL preceding the ALSRA meeting

May 14 – Long Beach, CA preceding the SRA Section meeting

May 17 - New Haven, CT at NCURA Region I meeting

June 3 - Montgomery, AL at Auburn University / Alabama SRA Meeting

August 25 - Dallas, TX at

Baylor Research Institute

Registration is being accepted on our website, www.cra-cert.org, for all sessions. The cost is \$195 which includes coffee/tea in the morning, lunch, and all hand-out materials for the day-long session. Also check the website regularly for additional BOK sessions as they are added.

CRA SNAPSHOT

Have you ever wondered what the demographics are of the typical candidate for the CRA examination? Since it was first offered in March 1993 2,280 candidates have taken the CRA exam; 1,638, or 72% of them passed the examination. Those who don't pass tend to do poorly in all four of the domains, but have particularly low scores in the area of Financial Management.

- 83% of the candidates

say they spend more than 75% of their time working in research and sponsored programs.

- 56% are in a non-medical university setting
- 31% work at a medical university
- 44% have a bachelor's degree
- 42% have a master's degree
- 46% identify their primary job responsibility

as operational

- 37% as managerial

Most ranged in age from 30-59 with 24% age 30-39; 28% age 40-49; and 23% age 50-59.

The last time the examination was given it had 250 questions on it, with a passing score of 175. One person had the high score of 228 and one the low score of 107.

I'M A CRA: NOW WHAT?

Congratulations! You're a newly minted CRA. Once the initial excitement dies down a bit you wonder, what's next? Three words: preparing for recertification. Although your certification is valid for five years, don't wait that long to begin amassing recertification hours. Currently, seventy research administration-related contact hours are required for recertification. That number will jump to eighty hours beginning with the June, 2012 recertification

period. Eighty hours—two full work weeks (if only we worked 40 hours per week!). "Wow," you may be asking yourself, "How do I accomplish that?" Glad you asked. How about:

- Participating in an Item Review session can be worth up to 7.5 contact hours (see article on page one).
- That presentation that you put together for your

in-house Research Administration Training Program? Also worth contact hours.*

- Is money tight? Attend a free NIH or NSF webinar; both are worth contact hours.
- What about your attendance at last year's NCURA or SRA conference? Sure, just remember to keep track of sessions (cont. page 4)



The Research Administrators Certification Council Board Members:

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BODY OF KNOWLEDGE REVIEW (CALIFORNIA)

On February 28th and March 1st, 2011, the University of California, Davis' Office of Research, Sponsored Programs (OR-SPO) was pleased to host two RACC Body of Knowledge review sessions to familiarize research administrators with the outline of information upon which the certification examination is based. Patricia Buennemeyer, Director of Research Compliance at James Madison University, and Kathryn Watkins-Wendell, Director of Research Services and Sponsored Programs at The University of Akron, Ohio, provided participants a synopsis of the Body of Knowledge so the participants could determine in which areas they are weak and where they may need additional study. Along with information from the Body of Knowledge, personal experi-

Katie talk about how specific policies were developed, how they were applied at other universities, and what could happen when someone didn't follow them."

There are currently 25 Certified Research Administrators at UC Davis, which is more than most other universities. According to Ahmad Hakim-Elahi, Executive Director of Research Administration at UC Davis, "UC Davis is committed to providing our researchers with high-quality support throughout the institution. One way we do this is by encouraging staff's continuing education and certification of their knowledge and experience, including our support of Certified Research Administrators. The Office of Research, Sponsored Pro-

grams believes that by providing opportunities to our staff for professional development, such as this review session, we will continue to develop an experienced and first-rate support team for UC Davis researchers." Catherine Diaz-Khansefid, Treasurer of the RACC Board of Directors and the Chief Administrative Officer for the Department of Biochemistry and Molecular Medicine at UC Davis, was instrumental in assisting UC Davis to provide this review session to area researchers. Catherine Diaz-Khansefid said, "The feedback I've received from

participants was also very positive. The designation of CRA is becoming widely recognized by employers involved in research, and in many cases, is a necessary part of employment. It demonstrates that an individual is committed to this profession and has taken the time and effort beyond job experience to learn the Body of Knowledge, pass the exam, and remain current in research issues and policies". UC Davis looks forward to the possibility of hosting another Body of Knowledge review session for the CRA in 2012.

By Catherine Diaz-Khansefid, CRA



(L to R): Kathleen Nolan, Kathryn Watkins-Wendell, CRA, Jessica Harlan, Catherine Diaz-Khansefid, CRA, Patricia Buennemeyer, CRA, Ahmad Hakim-Elahi.

ences from directing their respective offices and developing policies for internal and external agencies complemented the sessions.

The 74 participants came from a variety of Northern California institutions, including UC Davis, CSU Sacramento, and the Lawrence Berkeley National Lab. Attendees remarked how comprehensive they found the sessions to be. They were particularly impacted by the personal examples that the presenters provided. Jessica Harlan, Research Administration Training Officer in OR-SPO at UC Davis said, "Many of the participants told me that they gained a deeper understanding of the Body of Knowledge after they heard Pat and



"MANY OF THE PARTICIPANTS TOLD ME THAT THEY GAINED A DEEPER UNDERSTANDING OF THE BODY OF KNOWLEDGE AFTER THEY HEARD PAT AND KATIE TALK."

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**ADDRESSING THE
NEEDS OF CRAs AND
CPRA s**



**VISIT THE
RACC BOOTH**

Be sure to stop by the RACC booth and say hi if you are attending either of the SRA International Section meetings. We'll be in Long Beach in May.

CONGRATULATIONS!!! MARCH 2011 CPRA s

In March 10 people successfully passed the new Certified Pre-award Research Administrator examination. Congratulations to:

Carol Darstein, CPRA

Amy Deppa, CPRA

Mary-Ellen Fortini, CRA, CPRA

Elizabeth Foushee, CRA, CPRA

Anne Hatfield, CPRA

Cherie Lahti, CRA, CPRA

Anissa Myers, CPRA

Judith Rioch, CRA, CPRA

Shayne Sims, CPRA

Rena Vinyard, CRA, CPRA

The CPRA examination will be given again in a computerized format during the two week testing window August 20-September 3. The deadline to register for the CPRA exam is July 15.

I'M A CRA: NOW WHAT? (CONT.)

that you attended and keep the conference program.

Enrolled in a graduate or certificate program in research administration? Both count towards recertification.

These examples are representative of the research administration-related professional development activities that generate contact hours. For a more complete list of activities, see the [RACC website](#). To organize your hours, check out the [Content Hour Tracking Log](#).

*Contact hours are earned based on education activity minutes spent or experienced in the research administration areas. Documentation of all contact hours must be available for verification purposes.

By Kathryn Watkins-Wendell, CRA

