Northwestern University Research Administration Professionals (NURAP)

An organization to support research administration professionals
Mission

NURAP strives for a diverse membership of research administration and support professionals in departments, divisions, centers, schools and central administration units.

With an emphasis on operations and organizational management, NURAP provides an educational forum to discuss current policies, exchange best practices/ideas and network.
Grassroots Leadership

Jody K. Hirsh, President, OR, Chemistry of Life Processes Institute, EV
Nathan Youngblood, Vice President, MEAS, Research Administration, EV
Juleen Morford, Secretary, FSM, IPHAM, CH
Maura Cleffi, MEAS, Materials Science & Engineering, EV
Aaron DeLee, OR, OSR, EV
Susan Hall-Perdomo, OR, Center for Sleep & Circadian Biology, EV
Chris Moores, WCAS, Chemistry, EV
Brittany Patrick, FSM, Basic Sciences Administration, CH
Michelle Suran, OR, Chemistry of Life Processes Institute, EV
Brent Bell, FSM, RAS, CH
Marta Conlon, FSM, CNDADC, CH
Maria Galent, School of Communication, EV
Tamirah Gore, OR, EV
Elzbieta Klapczynska, FSM, RAS, CH
Amanda McCrary, FSM, Psych, CH
Education and Information

NURAP Newsletter (Information)
Member recognition, advice column, organizational news

NURAP Listserv (Information)
Job opportunities, event announcements, internal training

NURAP Website (Information)
Organizational information, list of previous events, membership information, resources for research administrators
www.nurap.northwestern.edu

Certified Research Administrator Exam Study Sessions (Continuing Education)

NURAP at Noon (Programming)
Informal informational sessions

External Groups
Central Admin
Depts. & Schools
NURAP@ NOON PAST PROGRAMMING

Working Together to Obtain Foundation Funding

The NIH Public Access Policy: Compliance & FAQs

NU Financials: Tips and Tricks to Help You Reconcile

Paying stipend and tuition at Northwestern from Federal Grants

Subcontracts: Deciphering ESPR

Crosstown Classic: Working Interdepartmentally with Your Colleagues

Tension Reduction Techniques
NURAP® AT NOON
UPCOMING PROGRAMS

• **January:** *Updates and Tools for Research Administrators in 2017*
  1/31/17

• **February:** *Purchasing – The use of stored value cards*

• **March:** *Review of Northwestern’s Travel and Expense Policy*

• **April:** *Best Practices for Departments at Award Closeout*
Welcome to the NURAP Website!

To learn more about NURAP and the NURAP Steering Committee, please visit About Us.
If you are interested in getting involved with NURAP, please visit Get Involved.
If you are interested in joining NURAP’s listserv, please visit Membership.
To peruse though NURAP’s past quarterly newsletters, please visit Newsletters.
To learn about all of NURAP’s upcoming events, please visit Programs and Events.
For research administration directories, please visit Research Administration Staff Directories.
To learn about helpful websites for research administration, please visit Tools.

Upcoming Events
Joining NURAP

How do you become a member of NURAP?

✓ Join the listserv by contacting steering committee member Susan Hall-Perdomo: s-hall4@northwestern.edu

✓ Membership in NURAP is free!

✓ Membership in NURAP is open to ALL members of the Northwestern University community involved in any aspect of research

Please Join us on Twitter, Facebook or LinkedIn
Questions?