Nisonger Center – UCEDD
Leadership Meeting – 4/2/14

Attending: Dr. Fish, Patricia Navas, Katie Walton, Dr. Benson, Dr. Ratliff-Schaub, Dr. Witwer, Dr. Rabidoux, Dr. Lecavalier, Amanda Gibbs, Ashley Lefeld, Erika Garber, Dr. Izzo, Pat Cloppert, Dr. Followell, Karel Smith, Dr. Havercamp, Dr. Arnold, Dr. Aman

Meeting convened at 8:30 a.m. - #230 McCampbell Hall

Agenda

Please be prepared to discuss new information from each program area:

- new personnel – name, job title, responsibilities, brief background (ALL)
- new initiatives/projects (ALL)
- upcoming events (ALL)

Mission-Area UPDATES:

- Education/Training (Andrea)
- Service (Karen)
- Research (Marc)

General Information:

- General Updates:
  - Nisonger Center Video
  - Psychology Faculty Position
  - Photo Contest
  - Nisonger Institute/Dinner
- Administrative Updates:
  - HR/Peoplesoft Upgrade
  - RRC Committee
  - Windows/Outlook Update
  - Chargeback Supply Tracking (revisions)
- NIRS

Discussion:

- IDDRC – Research Meetings f/u
- Program Support for IT/Admin
- Strategic Plan Update/Retreat
**Minutes**

**New Personnel:** Trevor Jaskiw & Charles Daily

**New Projects:** Employment first Provider Competencies (Margo)
Sibling Outreach & Training Event

**Upcoming Events:**

4/3-4 – TOPS Retreat - tomorrow/Friday; 4th annual retreat. Gene Smith will deliver keynote address – University of Toledo, Kent State, Marietta, Cincinnati...all collaborating.

4/6 – Clippers Game

4/7-10 – Disability Policy Seminar (Pat spoke with a representative from Sherrod Brown’s office, and 3 trainees will be attending). He said he would video into an event (Institute).

4/21 – OSAA Student Recognition – students with disabilities (STEM) poster session funded by Battelle. Battelle has committed to $7k per year, and disability services will continue to sustain (provided 3 $650 awards).

4/30 – Campus Campaign ends

5/2 – Nisonger Institute (registrations are coming in)

**Mission Area Updates:**

**Education/Training:** MCH Poster Session was yesterday, and Shawn Henry and Jessica Foster were on the panel. LEND Graduation is April 16th at 5:00 pm.

**Service:** no updates.

**Research:** Research Fund Requests have been approved for Maggie Mehling, Rose Nevill, and Betsy Stratis. PET’s – HR Upgrade in May prevents entries from before May. Balance budgets now, and Ashley & Karel will be meeting with everyone in March close to report review. EScan – accessible through PI portal, you can see month by month effort. Email Ashley and cc Cory. Ashley will be leaving in May. The Research Registry has 377 and counting participating programs. There are still a few programs that are not participating in the registry. Email Marc if you need forms or have any questions.

**General Information:**

- **Nisonger Center Video** – Scott Nelson. Nisonger Center highlights surrounding our Strategic Priorities and includes testimonials. Video presented at Institute dinner. Video capsules at the Institute of presentations are on the website. Scott is working with the Digital Union, lots of TA on epub, itunes, etc.
- **Psychology Faculty Position** – Negotiating with candidate to secure a letter of offer.
• **Photo Contest** – There were 365 submissions, and a big thanks to Tamara Hager, Ernest ‘Bud’ Whitney, Heather Hartley, Chris Steiner, Judges: Marge Barnheiser, Kim Gantzer, Scott Nelson, Jed Morison, Ilka Riddle, Carolyn Knight, Amy Shuman, Paula Rabidoux, and Marc Tassé. Photo releases were obtained, and the images will be blown up, mounted, and displayed around the Center.

• **Nisonger Institute/Dinner** – It will be held at the Blackwell, and have a Disability and Health theme. There will be a review of the speakers, and Dean Williams will deliver opening address. His wife will be joining our CAC - she is a lawyer with an interest in environmental toxins and developmental disabilities.

• **Administrative Updates:**
  - **Peoplesoft Upgrade** – will meet with all PDs at budget meetings for PETs.
  - **RRC Committee** – Erika’s deadlines are now Wednesday the week prior, preferably by noon. HR shared service has asked for options for feedback to adjust what is presented. Committee members include John Lahey, Ed Funai. Grant supported hires typically will not be denied, but will always review. Industry studies should be ‘fast-tracked’ based on work that will be performed. Keep Karel/Erika looped in immediately once you identify a need, even during grant submission.
  - **Windows/Outlook Update** – Chris will be going around to backup data on pdrives before the Windows 7/Outlook 10 update happens. Contact Chris/Karel with any questions. The university is moving from analog to digital faxing, so let Chris know if you have any issues.
  - **Chargeback Supply Tracking** – Paper costs have increased, and we will be modifying agreements. The prices will be listed on the sign out sheet.

**Discussion:**

• **IDDRC – Research Meeting f/u:** Basic feedback was that no one really knew what others were doing. Will continue distributing a comprehensive list of grants at Nisonger Center to keep everyone updated. Andrea is submitting a Dracory grant with Psychiatry. Gene, Jill, Andrea, Jessica, and Marc have been talking with Jack Wood in Neurosciences on Autism Speaks grant on gut/GI issues grant collaboration?? Another suggestion was to set aside some money for the Research mission, incentive for writing/applying for grants. Approved by EC (redirect funds from mission area budget). Ie. Pizza party for those who were integral in the application process, $50.

• **Program Support for IT/Admin:** COM/OHS budget cut to general funds (20% cut this year has been achieved). Next year we have to prepare for a 30% cut in General Funds, which currently supports Faculty time and Administrative support. Propose shifting costs to projects, contracts, etc. Start thinking about time needed for Chris (IT), Karel (Admin, invoicing support, etc.) before FY15. Will discuss more. Send Marc any ideas; otherwise we will have to come up with suggestions. Full indirect grants cannot support additional admin budget line, but others we can and need to be considered.

• **Strategic Plan Update/Retreat:** Annual review? We’ve spent some of the Strategic Reserve and have allocated resources (ie. Dental clinic). We will send out a doodle. Last year we invited all Leadership and asked them to invite one project staff and one or two trainees (May 5, 2013)? Goal is to review accomplishments, reprioritize, and then reviewing things we haven’t done. Do we still want to keep those goals? Are there any new goals? Old goals that we need to abandon? Mondays are best?
  - Pat Cloppert is on the Strategic Planning committee for DODD, and last month’s discussion was Medicare guidance. This month was employment, moving away from sheltered workshops. The sessions are taped (Andrew McQuaid).

Gateway Film Center – Johnny DiLoretto. Tamara will follow-up.
Pinwheels for World Autism Awareness Day – April 2\textsuperscript{nd}.

*Meeting adjourned at 10:00 am.*
*Minutes respectfully submitted by Tamara Hager*