

Kelly K. Andringa, PhD, MBA

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Research Manager

Confident Leadership • Organized Liaison • Strategic Planner

A practiced and skilled research administrator with over 15 years' experience in pre- and post-award administration of a DOD focused program award, multiple PI awards and applications, an NIH funded O'Brien Center, and an NIH Training Grant. An accomplished professional with a strong background in the organization and operation of complex projects and skilled in cross-functional management. Initiates and develops working relationships with departmental administrators, central offices, and leadership to create a collaborative environment that fosters the advancement of institutional research and education opportunities across campus.

Related Skills

- Financial Management of multi-project grants, R01, training grants and nonprofit awards
- Training grant, center and single PI grant pre- and post-award activities, just-in-time and progress reports
- Proficient in the following systems: Word, Excel, PowerPoint, Google Document platform, Adobe Photoshop, Drupal, Joomla and WordPress Content Management Systems, use of Cayeuse and InfoEd Research Administration software and NIH related grant platforms.

Professional Experience

University of Iowa, *Department of Orthopedics*

2021 – Present Research Manager

- Expertise in federal and foundation grant submission, financial management of grant and state funds, submission of progress reports and other federally required documentation.
- Implementation, supervision and management of team of research support specialists.
- Management of multiple research awards and clinical trials.
- Operations and financial management of the Orthopedic Histology Service Center and Animal Research Surgicenter (service centers).
- Research development support for faculty, staff and trainees in department.
- Provide training and guidance to new faculty, staff and residents applying for research awards.

University of Alabama at Birmingham, *Division of Nephrology*

2019 – 2021 Program Director II

2013 – 2019 Program Manager II

- Federal grant submission, financial management of grant and state funds, submission of progress reports and other federally required documentation, HR management of appointees (appointment and compliance) on the training award.
- Pre- and post- award administration of an NIH funded O'Brien Center between UAB and the University of California San Diego.
- Administration of an NIH funded Training Program for postdoctoral scholars in kidney-related research and multiple individual research awards.
- Implement and management of the Nephrology Research and Training Center.
- Management of multiple individual research awards.
- Direct the strategy for O'Brien Center and Divisional websites, social media accounts and communications related to centers and division news and updates; channels used for national presence as well as local information. Provide training and coaching for new departmental hires, as well as new grant administrators from across campus; offers subject experience to departmental and center stakeholders and colleagues.

University of Alabama at Birmingham, Department of Pathology

2012 – 2013 Research Associate

- Research in alcoholic induced liver disease measuring circadian and mitochondrial modifications on liver metabolism.
- Preparation and submission of OSP, IACUC, GCA, and IRB protocols to ensure compliance with University and Federal grant standards.

University of Alabama at Birmingham, Comprehensive Arthritis, Musculoskeletal & Autoimmunity Center

2009 – 2012 Program Manager

- Grants Management specialist who served as a liaison between research administration office and researchers to ensure project aims were achieved.
- Experience in post award management, subaward management to multiple sites, federal compliance with human related data.
- Large database management of samples from multiple recruiting site
- Submission of progress reports and other federally required reporting related to human studies.

University of Alabama at Birmingham, Conflict of Interest Review Board Office

2009 Research Administration Internship.

University of Alabama at Birmingham, Environmental Health Sciences

2005 – 2009 Postdoctoral Fellowship.

University Service

2017 - 2024 Board member of University of Iowa Graduate College advisory board.

Current Professional Affiliations

- 2014 – Present National Council of University Research Administrators [NCURA]
- *Departmental Track. Contributing Editor, NCURA Magazine (2024 - Present).*
 - *Current Chair of ERA collaborate committee (member 2015 - Present).*
 - *Region IV, MOO Mentorship Program (Mentor 2022 - Present).*
 - *Travelling faculty for Region IV, May 2025 meeting Chicago.*
 - *Member of Research Program Committee (2022-Present).*
 - *Served on Region IV nominating committee (2022-2023).*
 - *PRA departmental track co-chair, FRA/PRA 2024, Hawaii.*
 - *Served as Chair of media committee for Region IV research administration career development pilot program.*
 - *Mentee in Region III, R3RAMP mentorship program 2020.*
 - *Presentations of didactic, discussion and workshop sessions at National and regional meetings.*

Peer-Reviewed Publications

<https://www.ncbi.nlm.nih.gov/myncbi/kelly.andringa.1/bibliography/public/>

Education

Doctor of Philosophy (Ph.D.) • *Free Radical and Radiation Biology* • The University of Iowa • 2005
Master of Business Administration (M.B.A.) • University of Alabama at Birmingham • 2012
Bachelor of Science (B.S) • *Biochemistry* • The University of Iowa • 1998