

**Research & Scholarly Activity Office Contact Sheet – Revised 8/11/09**

**Laura Leal Rosales, Ed.D., CRA** x 3882 [laura.rosales@tamucc.edu](mailto:laura.rosales@tamucc.edu)  
**Director of Research & Scholarly Activity**  
• Overseeing Pre-Award and Post Award Administration  
• Post Award for Texas Research Development Fund & Research Enhancement

**Mayra Hough** x 5137 [mavra.hough@tamucc.edu](mailto:mavra.hough@tamucc.edu)  
**Grants & Contract Administrator**  
• Pre-Award Administration for the following departments:

- *College of Business*
- *College of Liberal Arts*
- *College of Science & Technology*
- *Center for Coastal Studies*
- *Center for Water Supply Studies*
- *HARTE Research Institute*
- *National Spill Control School*

• Sub-Awards/Sub-Contracts/MOUs  
• Post Award/Sponsor Prior Approvals: no-cost extensions, carry-forward requests, budget revisions, etc.

**Robin Ellis** x 2186 [robin.ellis@tamucc.edu](mailto:robin.ellis@tamucc.edu)  
**Grants & Contract Administrator**  
• Funding Opportunities Assistance & Website

- *Including: InfoEd SPIN + Userid/Password Setup and Training*

• Pre-Award Administration for the following departments:

- *College of Education*
- *College of Nursing*
- *President's Office*
- *Conrad Blucher Institute/Division of Nearshore Research*
- *TRIO/TITLV*
- *Student Affairs*
- *Community Outreach*

• Sub-Awards/Sub-Contracts/MOUs  
• Advisory Committee Coordinator  
• Post Award/Sponsor Prior Approvals: no-cost extensions, carry-forward request, budget revisions, etc.  
• Pre-Award for Texas Research Development Fund, Research Enhancement, & Federal Initiatives

**Pamela Villafuerte, CRA** x 3885 [pamela.villafuerte@tamucc.edu](mailto:pamela.villafuerte@tamucc.edu)  
**Accountant III**  
• Records Management/Archives  
• Post Award Services for the following departments:

- *President's Office*
- *College of Science & Technology*

**Jennifer "Jenny" Quick** x 2299 [jennifer.quick@tamucc.edu](mailto:jennifer.quick@tamucc.edu)  
**Accountant II**  
• Time and Effort Reporting  
• Post Award Services for the following departments:

- *College of Business*
- *College of Education*
- *College of Liberal Arts*
- *College of Nursing*
- *Student Affairs*
- *Associate Vice President for Special Projects*
- *Bell Library*
- *Community Outreach*

**Erin Sherman** x2837 [erin.sherman@tamucc.edu](mailto:erin.sherman@tamucc.edu)  
**Accountant II**  
• Automatic FAMIS Invoices  
• A-133 Audit Certifications  
• Post Award Services for the following departments:

- *HARTE Research Institute*
- *Conrad Blucher Institute/Division of Nearshore Research*
- *Center for Coastal Studies*
- *Center for Water Supply Studies*
- *National Spill Control School*
- *Title V/Upward Bound/Student Support Service/CCRAA*

**Renee Gonzales, CRA**

**x 2497**

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***Compliance Officer***

- Compliance Committees:
  - *Institutional Review Board (IRB)*
  - *Institutional Animal Use and Care Committee (IACUC)*
  - *Conflict of Interest Review Committee (CIRC)*
  - *Institutional Bio-safety Committee (IBC)*