

Kimberly Read, PhD

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Education

PhD, Curriculum and Instruction in Higher Education – December 2016

Emphasis in Higher Education Administration

University of South Florida, Tampa, Florida

Master's in Business Administration – December 2005

University of Maryland University College, Adelphi, Maryland

Bachelor of Arts, Psychology – May 2001

University of South Florida, Tampa, Florida

Professional Experience

Director, Business & Research Administration – December 2020-present

USF Child & Family Studies, Tampa, Florida

A faculty administrator who serves as the director of business and research administration. Serves as a member of the leadership for the department. Supervises an administrative team of nine employees. Gives oversight to CFS's financial portfolio which includes three revenue-generating auxiliary accounts, a cost-recovery program, an education and general revenue budget, research initiative accounts, 15 Foundation accounts, and 60+ grants and contracts. Directs the department's human resources for 243 employees across three research divisions and four academic programs. Provides support for the academic programs, including six certificates, two undergraduate minors, four masters', and a PhD degree. Coordinates research administration including identification of potential funding opportunities, development of documentation and budgets, submission of grant applications, and setup of new awards.

Coordinator for Research Administration – May 2019-December 2020

USF Child & Family Studies, Tampa, Florida

Serves as the coordinator for research administration within the department of Child and Family Studies (CFS). Responsible the development of CFS policy, in conjunction with the department leadership, as it relates to the department's research enterprise. Coordinates research administration including identification of potential funding opportunities, development of documentation and budgets, submission of grant applications, and setup of new awards. Gives supervision to the unit research administrators delegating assignments across divisions as needed. Trains new faculty and staff in research administration.

Assistant Director of Business Administration – July 2016-December 2020

Florida Center for Inclusive Communities

USF Child & Family Studies, Tampa, Florida

Serves as the assistant director for the FCIC research center. Responsible for the general oversight of all administrative, fiscal, contract and grant, programmatic, and support functions. Holds fiscal accountability for all division budgets, which includes educational and general (E&G) funds, auxiliary accounts, Foundation accounts,

research initiative funds, and extramural funding from federal, state and private organizations. Works closely with the division directors to effect change and improvement to align the center with its rapid growth and ever-changing scope of research and training activities. Gives oversight to all human resource functions.

Manager, Fiscal & Business Administration – October 2007-July 2016

USF Department of Chemistry, Tampa, Florida

Served as the grant/financial administrator and human resource professional for all department business. Responsibilities include budgeting, monitoring and forecasting, strategic planning, interviewing, hiring, rate planning, salary increases, promotions, terminations, layoffs, disciplinary actions and direct supervision of employees.

Business Analyst/Project Administrator – April 2006-September 2007

USF Enterprise Business Systems Department, Tampa, Florida

Served as a project manager with responsibility for the project plans, monitoring and reporting, data compilation, coordination of testing strategies, and communication with stakeholders.

Research Administrative Associate – March 2001-March 2006

Alcohol & Substance Use Research Institute

USF Department of Psychology, Tampa, Florida

Served as the lab manager giving oversight to project budgets and expenses, procurement, human resource management, project reporting, and new project budget development.

Guide – February 1998-December 2009

About.com

Served as a journalist and website developer for a content site comprised of over 3,200 individual pages. Responsibilities included writing and publishing original content and a biweekly newsletter, search engine optimization, organization of content and supervision of community volunteers.

**Teaching
Experience**

Adjunct, University of South Florida

Critical Thinking: Foundations of Interdisciplinary Knowledge and Inquiry (IDS 2378)
Summer 2022, Summer 2021, Fall Semester 2020, Summer Semester 2020

Adjunct, University of South Florida

University Experience (SLS 1101)

Summer Semesters 2015-2019, Fall Semester 2013

Adjunct, University of South Florida

Academic Foundations (SLS 2901)

Fall Semesters 2014-2016

Certifications **Certified Research Administrator** – 2010-2025
The Society of Research Administrators International

Notary Public – 2008-present
State of Florida

Publications: **Read, K.** (2016). *Continuing the career: An oral history of an emeritus professor.*
(Doctoral dissertation). Retrieved from ProQuest, LLC. (10243045)

Read, K. & Young, W.H. (2014). Arrested Research. In T.D. Cox (Ed.), *Case studies for the new professor: Surviving the jungle of the academy.* Charlotte, NC: Information Age Publishing, Inc.

Presentations Alcaine, J. G., Pratt, K., **Read, K.**, & Stephens, F. (2023, May 9-June 8). *Pre-Award Fundamentals Intensive* [Webinar]. In the Society of Research Administrators Intensive Training Programs.

Read, K., Seymour, A., & Stone, S. (2023, June 13). *What are the career paths that lead to a director's position?* 2023 Society of Research Administrators International Joint Section Meeting, Louisville, KY.

Alcaine, J. G., Pratt, K., **Read, K.**, & Stephens, F. (2022, June 9-July 14). *Pre-Award Fundamentals Intensive* [Webinar]. In the Society of Research Administrators Intensive Training Programs.

Read, K. (2022, April 6). *Research and Collaboration Strained through the Sieve of Export Controls*, 2022 Northeast-Southern Section Meeting of the Society of Research Administrators International, Philadelphia, PA.

Read, K. (2022, April 5). *Critical Thinking as the Go-to Tool for Making Ethical Decisions*, 2022 Northeast-Southern Section Meeting of the Society of Research Administrators International, Philadelphia, PA.

Read, K. (2022, April 4). *Facilities & Administrative Costs: Understanding the Negotiation Process*, 2022 Northeast-Southern Section Meeting of the Society of Research Administrators International, Philadelphia, PA.

Alcaine, J. G., Pratt, K., **Read, K.**, & Stephens, F. (2021, December 8-17). *Pre-Award Fundamentals Intensive* [Webinar]. In the Society of Research Administrators Intensive Training Programs.

Alcaine, J. G., Hunt, C., **Read, K.**, & Stephens, F. (2021, June 17-July 8). *Pre-Award Intensive* [Webinar]. In the Society of Research Administrators Intensive Training Programs.

Read, K. (2020, July 20). *F&A Costs* [Webinar]. In the Society of Research Administrators iSRA Summer Webinar Series.

Read, K. (2020, July 13). *Funding Development* [Webinar]. In the Society of Research Administrators iSRA Summer Webinar Series.

Read, K. (2020, April 22). *F&A Costs: Balancing Sponsor Requirements and Institutional Needs* [Webinar]. In the Society of Research Administrators International iSRA Virtual Conference.

Read, K. (2020, April 21). *Funding Development* [Webinar]. In the Society of Research Administrators International iSRA Virtual Conference.

Read, K. (2020, July 13; 2019, September 17). *The Grant Treasure Hunt: Identifying Funding Opportunities* [Webinar]. In the Society of Research Administrators International Education Series.

Read, K. (2019, March 11). *F&A Costs: Balancing Sponsor Requirements and Institutional Needs*, 2019 Western/Southern Section Meeting of the Society of Research Administrators International, San Diego, CA.

Read, K. & Mothershed, V. (2013, May 8). *Mentoring as a Research Administrator*, 2013 Northeast/Midwest Section Meeting of the Society of Research Administrators International, Providence, RI.

Service

President, Southern Section – June 2023-present
Society of Research Administrators International

Huron Grants and Agreements Implementation Core Team – May 2023-present
USF Research & Innovation

Catalyst Committee – January 2023-present
Society of Research Administrators International

Pre-Award/Research Development Workgroup – April 2019-present
Society of Research Administrators International

President-Elect, Southern Section – April 2022-June 2023
Society of Research Administrators International

Research Administration Subcommittee – February 2022-May 2022
USF Research & Innovation

Research Council Ad-Hoc Member – January-July 2022
USF College of Behavioral and Community Sciences

Secretary, Southern Section – June 2020-April 2022
Society of Research Administrators International

Secretary, Child & Family Studies Governance Committee – July 2020-June 2021
USF Child & Family Studies

University Ad Hoc Research Budget Planning Workgroup – March-April 2021
USF Research & Innovation

Chair, Undergraduate Psychology Alumni Society – 2014-2019
USF Department of Psychology

The Research Administrators Improvement Network Associate – 2013-2018
USF Research & Innovation

Administrative Advisory Council – 2014 -2016
University of South Florida

Awards **Distinguished Research Faculty**
Society of Research Administrators International

Professional Organizations Society of Research Administrators International – 2010-present