

**CTSA Education/Career Development  
Key Function Committee Web Conference  
Meeting Summary  
September 2, 2009**

**Welcome**

Dr. Fred Meyers (University of California Davis) provided the formal welcome for the meeting. This session was recorded and is available here: <https://webmeeting.nih.gov/p90302374/>

**NIH Opens xTrain to All Institutions Registered with the eRA Commons**

Ms. Linda Katzper of the NIH Office of the Director (OD) provided a presentation regarding the xTrain Appointment Process. xTrain is part of the eRA Commons, an online system where grantees and federal staff access and share grant information. xTrain allows users to electronically process appointments and other documents for research training grants and institutional career development awards, including: – T32, T34, T35, T90, TL1, T15, TU2, KL1 and K12 activity codes. For a copy of the full presentation, please visit the Education and Career Development Wiki: <https://www.ctsawiki.org/wiki/x/EQCg>

**National ACRT/CTSA meeting April 2010 and TL1 Meeting**

Dr. Doris Rubio provided an update regarding the national ACRT meeting taking place April 6-7, 2010 at Wardman Park Hotel in Washington, DC. Dr. Vicky Fraser solicited volunteers from the Education/Career Development Committee to contribute to the planning of the scholar session. Please contact Vicky Fraser or Doris Rubio if you are interested in participating. Dr. Fraser also reported on the TL1 meeting in St. Louis. Members of the planning team are working hard to develop an agenda and plan the logistics of the meetings. TL1 scholars will present posters and verbal presentations.

**ARRA Supplement Proposals**

Drs. Nancy Brown, Jonathan Fuchs, and Michael Fleming (Vanderbilt, UCSF, and University of Wisconsin) presented overviews of their ARRA supplement proposals. Dr. Brown addressed the Virtual Training Resource. Dr. Fuchs addressed “blended learning strategies to support T1/T2 translational research.” Dr. Fleming addressed the Mentor Development Program. For more information or to get involved, please contact them directly. A PowerPoint overview of the UCSF supplement is available on the EdCD Wiki: <https://www.ctsawiki.org/wiki/x/EQCg>

**Core Competency Communication Plan**

Drs. Meyers and Merchant presented a plan to disseminate the core competencies. A series of meetings and webinars will be scheduled to address the ways in which institutions are using the core competencies. Duke University and University of Wisconsin have already used the competencies to inform their institutional efforts. Specifically, the University of Wisconsin used the competencies to map to lifelong learning programs. Dr. Meyers encouraged others to share anecdotes of how they’ve leveraged the competencies.

**Action Items**

1. Schedule Core Competencies Webinar.