

March 27, 2023

Derek Brown is a stalwart in the Office of Research. He is the go-to person to reliably and accurately answer questions or address problems. I have known Derek for eight years, first meeting him when I went to work in the Office of Research. He conducted some of my training and orientation, including on the ORSO grants database. Derek was not only knowledgeable and organized in his trainings, but he was patient, answering even the most basic questions directly and professionally. Derek's knowledge of the database, its many intricacies, and how best to derive useful information from it is legend. Indeed, among Derek's contributions during his long tenure at WSU is to have been a contributor to the creation and implementation of the database, as well as its evolution and maintenance over the years. The database is so well done that other universities have sought to purchase the software for it. That is a testament to Derek's knowledge and skills as well as to his commitment to teamwork and to WSU.

Although I left the Office of Research in 2019, Derek has remained the single best representative in the Office of Research to consult. He is always ready and willing to discuss questions and concerns. He takes ownership of any issue brought to him and works toward a solution. His standard response can be summarized as "yeah, let's figure that out and make it better." While he has incredible technical skills and knowledge of the Office of Research, he also has a positive attitude and good humor that make working with him a pleasure. He is, in short, exactly the kind of employee WSU should recognize and honor for no other reason than his positive working relationships.

Finally, Derek's institutional knowledge is a critical asset to WSU. Not only does he know his job and his office better than anyone else, he knows who or what outside office or person is best to work with in any given situation. And when Derek makes the introduction, people always respond positively because they know and respect Derek. He doesn't gaffe things off; he is working to make everyone's jobs easier and advance WSU's mission. His abilities, his work ethic, and his cheerfulness make him among the best of what the Office of Research and WSU have to offer. I give him my highest recommendation for the AP Contributor Award.

Sincerely,



Elizabeth James  
Research Development Manager  
College of Arts and Sciences

03/24/2023

ATTN: AP Contribution Award Committee

To whom it may concern:

I would like to write in support of Derek Brown being considered for the AP Contribution Award. Derek has been a crucial member of the WSU Research Community for seventeen years and has contributed both to the community as a whole and to the general body of knowledge related to research at Washington State University.

First, Derek is a great resource in navigating issues and the unknown for general research and pre-award questions that any grant administrator may have. If you approach Derek with a question or an issue with the research platform, he will get an answer to you quickly and succinctly. Regardless of how busy his department may be at the time, Derek is available to help without complaint or delay.

Second, Derek is a driving force in fostering the WSU research community. Derek runs the annual research community awards every year. This is a program he has helped build that makes each awardee feel truly recognized, while allowing the nominators an opportunity to take a look around them and appreciate their coworkers and employees.

Please consider Derek Brown for this prestigious award. I cannot think of anyone who has put in more elbow grease in support of the research community at WSU.

Regards,

Kiersten Oliver



# Paul G. Allen School for Global Health

March 23, 2023

Administrative Professional Contribution Award Committee

RE: Derek Brown AP Award nomination

Dear Awards Committee,

I am deeply honored to write this letter of support for Derek Brown, Office of Research, Research Operations Manager. Derek's extensive knowledge of the research community both internally and externally is beyond amazing. His immense skills have benefited all of WSU and he has been a great resource for me. I depend on him as someone I can discuss current administrative research issues and updates.

I first met Derek when I started working in the grant administration at WSU-Prosser. During this time, I was able to meet with him and review the ORSO grants database. He taught me how to create and download reports for the Principal Investigators (PIs) that I worked with at Prosser. The thorough overview he provided to me still has benefited my work during my 18 years at WSU. The database he helped create and oversees to help process and maintain our grant applications, grant reports, and other application such as the IRB and IACUC protocols is sought after from many universities. He regularly meets and provides a review of the homegrown system.

When I moved to the Pullman campus that is when I really started to understand the benefits Derek provides to the WSU research community. He keeps up on important issues that we face as research administrators. He studies these issues extensively and then comes up with a plan to make sure WSU is staying in compliance with the federal rules and regulations. Derek reaches out and is open to suggestions to understand the administrative burden any new process will put on the departmental staff. When he requests information from the departmental staff for reporting, I know that Derek will put together thorough guidance. This helps make the reporting go faster and smoother for all. It is a great pleasure and relief to work with someone like Derek that will take the time to help you out knowing that he is going to request work from you during these busy times.

I truly enjoy working with Derek. He is respectful, responsive, and has one of the best work ethics I have ever encountered. I know that we can debate an issue and even if we are on opposite sides, he still will take what I say to his upper management. He never brushes me aside even when he is extremely busy. He is always on board to represent and advance the mission at WSU. He does this with a positive attitude that is infectious to everyone around him. There is no better person or employee at WSU that deserves to be recognized for this award than Derek.

Best,

A handwritten signature in purple ink that reads "Amanda Yager".

Amanda Yager

**HEALTHY ANIMALS | HEALTHY PEOPLE | HEALTHY PLANET**

P.O Box 647090, Pullman, WA 99164-7090 | @WSUGlobalHealth | [www.globalhealth.wsu.edu](http://www.globalhealth.wsu.edu)



March 24, 2023

Dear AP Contribution Award Committee,

It is with great pleasure that I nominate Derek Brown, Research Operations Manager, for the AP Contribution Award. Derek's position provides support to the Office of Research in database and website inquiries, data reporting, project support and much more.

I have worked with Derek for eight years at WSU. First when I worked in the Office of Commercialization and now in my position as research administrator. Derek has been a great resource to me for many years working with the myresearch database and anything and everything to do with ORSO rules, regulations, and guidelines.

Derek's ability to understand the needs of faculty and research admin. staff has enabled him to build positive working relationships college wide.

To name a few of Derek's many contributions to our research community that were above and beyond his duties; 1). Derek helped Improve the (SFI) Significant Financial Interest information due dates. By making the status of this information visible in the eREX system, research admins can now more easily assist faculty with updating this information when it is due for proposals. This was a regular source of confusion before Derek solved the issue. 2). Derek updated the eREX system with the function to download a copy of the eREX, allowing RA's a clear and easy method of providing faculty the eREX to review before submission for the internal WSU approval process. 3). He has been a continuous source of support and guidance for our faculty in addressing conflict of interest issues. 4). His updates to ORSO guidelines and trainings, and his clear communication of those updates to our research admin community has provided all of us with greater opportunity to succeed in our field. Derek has regularly gone above and beyond to fix and streamline the process to help the whole research community.

Derek holds a wealth of knowledge in the Office of Research, and he is a great asset. He is best known to me for all his process improvements in ORSO, and how he takes action to address problems where needed quickly. He is a problem solver, and we appreciate all the knowledge and expertise he brings to the research community. Derek is very professional and easy to work with and performs his job duties at an extremely high level. Derek is committed to help the overall picture to serve Washington State University.

His dedication to his role and the support that he gives to his unit and our research community is outstanding and this would be a great recognition of all Derek's hard work. Thank you for considering Derek Brown for the Administrative Professional Contribution Award.

Sincerely,

Michelle Hendrickson

March 23, 2023

Dear 2023 AP Contribution Award Committee:

It is with pleasure that I nominate Derek Brown for consideration for the 2023 AP Contribution Award. Derek is someone who always performs at an exemplary level professionally. In addition, he brings a double helping of Cougar spirit to every task he touches.

Derek is a positive and friendly advocate for his colleagues and always takes the time to make those with whom he interacts feel heard and seen. He is a lifelong WSU Cougs fan and brings that level of excitement to the workplace. His knowledge and competence make him a “go-to” for folks all across campus, in a variety of capacities.

Within the Office of Research, I have worked with him on various tasks and seen this level of excellence on every occasion. He is a willing participant in teambuilding activities and is an Energy Champion, as well.

In summary, I believe Derek Brown is an excellent candidate for the 2023 AP Contribution Award. Please let me know if I can provide any further information.

Thank you,

**Shelly Bradley**

Principal Assistant

Office of Research

Office of Commercialization

Office of National Laboratories Partnerships

March 16<sup>th</sup> 2023

Dear AP Contribution Award Committee,

I would like to nominate Derek Brown because he goes above and beyond with any request. He never says, "that's not my job". If you ask him for assistance, he never hesitates to jump right in. In high stress situations, Derek is able to handle the pressure and demands without elevating the problem. He brings great ideas to the table and is always a part of the problem-solving team. He is always willing to participate in team building activities and does so with a positive outlook. I truly thing he is a strong backbone to the Office of Research Support and Operations.

Sincerely,

Emily Brashear  
Faculty Research Development Specialist  
WSU Office of Research Advancement and Partnerships