Post Award Advisory Committee (PAAC)
Wednesday, February 28th
10:00 a.m. – 11:30 a.m.
1122 NCRC

Members:
- Anesthesiology: Amy Harms
- Biological Chemistry: Mary Grapp
- Biomedical Engineering: Nancy Paskievitch
- Cancer Center: Susan Agnew
- Cell & Developmental Biology: Jennifer McPeake
- DCMB: Jessica Mirelez
- Dermatology: Ann Marie Ball
- DLHS: Jennifer Hoy
- Emergency Medicine: Shelley Haack-Withem
- Family Medicine: Judy Connelly
- Human Genetics: Karen Sturtz
- Internal Medicine: Donna Boyer
- Internal Medicine: Carrie Lapham
- Internal Medicine: Beth Murray
- Internal Medicine: Sheree Temple
- MBNI: Steve Stinnett
- Microbiology & Immunology: Kathy Olbrich
- Molecular & Integrative Physiology: Anne Many
- MSA: Anna Taylor
- Neurology: Diana Miller
- Neurosurgery: Donna Gauss
- Ob/Gyn: Marni Arnett
- Ophthalmology: Lisa Dwyer
- Orthopaedics: Sharon Vaassen
- Otolaryngology: Sue Kelch
- Pathology: John Harris
- Pediatrics: Megan Cross
- Pharmacology: Nancy Katon
- PM&R: Dawn Krause
- Psychiatry: Loree O'Jack
- Radiation Oncology: Rhonda Hubbard
- Radiology: Linda Bailey
- Surgery / Cardiac Surgery: Emily Hamilton
- ULAM: Phillip Boetsch
- Urology: Tasha Garwood

PAAC Chair: Beth Brant
*denotes expected absence

CTUs: Jim Dickelman
Sponsored Programs: Lisa Wintergerst

Agenda Topic

1 Welcome and Introductions
- New Members – Beth Murray (Internal Medicine)

2 General Announcements
- NSF: New PAPPG released in January
  As announced in the January 10th RAP email NSF has issued a PAPPG (Proposal & Award Policies & Procedures Guide). The PAPPG provides Proposal Preparation and Submission Guidelines as well as guidance on Administering and Monitoring NSF Awards. Review the Significant Changes and Clarifications to the PAPPG for an overview of the updates.

- Upcoming RAPPoRT Discussion Group – Monday, March 5th
  The RAPPoRT Discussion Group is an opportunity for Research Administrators to network, build collaborations with colleagues, and engage in discussion on pre & post-award research topics. No registration is required to attend. Discussion groups are informal and attendees are welcome to bring their lunch. Planned discussion topics can be found here.
3 **Sponsored Programs Reporting & Customer Service Overview**  
(Aaron Campbell, Lisa Wintergerst & Prentiss Laich)

Aaron Campbell provided an overview of Sponsored Programs Reporting responsibilities as well as an update on staffing. The Reporting groups areas of responsibilities can be found [here](#). Remember when you have external financial reports due to sponsors to coordinate submission of the reports with Reporting.

Lisa Wintergerst introduced Prentiss Laich, who is new to supporting the Medical School (welcome Prentiss!), and provided an overview of Sponsored Programs Customer Service responsibilities which can be found [here](#). The Customer Service area in the main contact area for Post-Award administration so make sure to reach out to your Coordinator with questions.

Per request from the group Lisa Wintergerst provided the link to the [Org Chart](#) for Sponsored Programs.

4 **Award Management email notification**

Members were shown a rough draft example of proposed content / language for the (Award Management) Proposed New Award Email notification. Feedback was documented for communication to the Award Management work group.

5 **OCA Automation of Activities / Subcontract Invoice Approvals**

In response to a campus initiative looking at the opportunity to automate OCA activities, the current business processes units use for subcontract invoice approvals was discussed as well as the benefits and barriers moving to an electronic approval process may present. Feedback is for fact finding at this time and was documented for communication to the Task Force looking at the automation of OCA activities.