

Post Award Advisory Committee (PAAC)

Wednesday, February 28th

10:00 a.m. – 11:30 a.m.

1122 NCRC

Members:

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

PAAC Chair: Beth Brant

*denotes expected absence

CTSUs: 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.