

## PAAC Meeting Notes- 1/15/2014

### Introduction:

- Scott Wood discussed the subcommittees
  - Please contact Scott if you are interested in committee work
  - Scott will email the committee listing to the PAAC

### Open Computer Labs Update:

- No available open lab times right now due to MiChart.
  - If you feel like you still would like to have the mentors hold open lab times, please contact Scott Wood or Karen Lang and they will arrange dates/times.

### Sponsored Programs Service Level:

- See survey that was handed out at the last PAAC meeting (1/15/2014). Please have this filled out and sent to Chad Larue by 1/27/2014.

### Procurement Approval Group Membership:

- Instructions for changes for the approval groups- reference the Post Award Procedures Manual and go through OARS to request access.
  - Manual: <http://medicine.umich.edu/medschool/research/office-research/grant-review-analysis/post-award-information>
- For group to show on system, must have both requested the group via an ITS Help Desk Ticket AND have all your tier 2 people have the proper roles
- If new approval groups need to be created, fill out of a help ticket for ITS or call 4-help.
- If group emails aren't working- fill out a help-desk ticket and assign to FIN TIER 2.