

RAC Minutes 12-14-07:

OGRD Items:

a. NSF Approved Time Extensions (Brenda Griffin):

- i. Only the PI is notified on NSF approved time extension requests.
- ii. Please forward a copy of any approval the PI receives for NSF approved requests to your OGRD Coordinator. OGRD will not receive any other notification.
- iii. OGRD is working with Fastlane to remedy the notification issue.

b. Updated REX Form(Brenda Griffin):

- i. Please use the most current REX Form last updated in October, 2007. The updated REX form can be found at <http://www.ogrd.wsu.edu> under "Forms".
- ii. Important questions and procedures have been added to the updated REX form, which require action from the PI and Department (Question 17 for example).

c. Opinions on designating a Departmental Administrator to serve as a RAC representative/contact for topics of interest to the DA Community (Brenda Griffin):

- i. Discussion about designating a Departmental Administrator as a Representative to RAC for popular questions or specific issues, etc.
- ii. A Listserv was a popular idea and will be implemented soon.
- iii. Listserv may include RAC Minutes, monthly stats regarding proposal submission times, account setup questions or concerns, etc.
- iv. UPDATE: A Listserv has been developed. To subscribe visit: <http://lists.wsu.edu/mailman/listinfo/researchadmincommunity>

d. 2nd Annual SPA Conference

- i. The 2nd Annual SPA Conference has been scheduled for February 6th, 2008.
- ii. All information including the Registration Form and Conference Flyer can be found at http://www.ogrd.wsu.edu/SPA_program.asp

SPS Items coming.....