

SC
EXECUTIVE COMMITTEE
SUBCOMMITTEE FOR ERA SYSTEMS

13 APRIL 2007

Initial Meeting, 332 Withers Hall

Members: Amanda Tueting (CHASS), chair; Brian Thomas (COM); Debbie Hunt (SPARCS), Dianne Brady (CONR); Ginger McGlamery (C&G); Stefanie Saunders (SPARCS)

Guest: Amy Herman, SPARCS

- I Welcome

- II Mission Statement ~
Draft Mission Statement, page 2

- III Subcontract Module in RADAR ~ Amy Herman
 - How will the new process work – how to streamline it
 - How to eliminate repetitive approvals
 - Who will initiate the Radar subaward request (PI, Department, College)
 - Required approvals (who needs to be copied on the request versus who needs to approve request – PI, Dept, College)
 - Which requests need approval from C&G (for money in the subcontract line) and the most efficient way to get this through C&G without holding up the request

- IV Additional Business

- V Set next meeting date and adjourn

Draft Mission Statement

The University and sponsors are increasingly utilizing electronic systems for business transactions. This subcommittee will review university research administration ERA systems as well as ERA at the college and department levels. The Subcommittee will make recommendations to the Executive Committee on enhancements and the potential for sharing success stories with college/department internal systems. The Subcommittee will also work with faculty and research administration staff to get end-user feedback.