GMUN Steering Committee Minutes  
Monday, February 13, 2006  
433 Johnston Hall, 9:00AM-10:00AM

Attendees: Lisa Carlson, Randa Rosby, Rosalyn Segal, Stewart McMullen, Mary Olson, Ed Wink, Faith Mrutu, Sue Paulson, Lettie Ebert

Guest: Peggy Sundermeyer, Office of the VP for Research, OVPR Liaison to the Council of Research Associate Deans (CRAD)

General update:  
GMUN administrative support person, Holly, has accepted a job outside the University. SPA will need to replace. They are currently interviewing candidates. Ed and Lisa took minutes for today’s discussion.

Ed handed out minutes from previous meeting.

Agenda – Main Topic:  
Guest introduced – Peggy Sundermeyer attended meeting to discuss relationship between GMUN Key Contacts and the Research Associate Deans (CRAD).

Peggy presented some topics for clarification and a short recap from the December CRAD meeting where the GMUN Charge letter was distributed. During Ed Wink’s presentation of the charge letter, CRAD members at this meeting seemed genuinely confused and uncertain of their role relative to GMUN, specifically the relationship with the key contacts.

Peggy asked about the key contact relationship and role within the University. Is it hierarchical or self-subscribing? General consensus and documentation of role on website did support a more hierarchical definition.

Steering committee members shared key contact structures within their colleges. Examples reflected a diverse approach. Because of the diversity, there is a need to balance flexibility with required/scripted structure. Committee discussed the “Wave 1” college changes and that this might be an appropriate time to reintroduce the key contacts and re-communicate roles and responsibilities. Ed indicated that some of the names on the key contacts list were nominated and appointed by central because the colleges did not respond to the initial request for names.

Question posed as to better defining the key contacts role, the listservs, and who is invited to attend the GMUN User Group meetings. Someone needs to reconcile the key contact information with who is currently on each listserv (pre and post award). Another question reintroduced was the consideration for a third and more general listserv.
Peggy asked the group to consider using the key contact group for other central unit needs (like RCR). Lisa added eResearch System contact group. The Steering Committee needs to also figure in out how the Effort Certification Coordinators would fit.

The Steering Committee will work with Peggy to identify issues as they relate to the key contacts and CRAD's understanding of the key contacts and their role. The Committee will find solutions at future meetings.

Next meeting: Monday, March 13, 2006, 433 Johnston Hall, 9:00-10:00 AM