GMUN Steering Committee Minutes  
Monday, December 12, 2004

* Rosalyn will talk to Bev Durgan regarding Bev’s request to be listed as a key contact and included on list serv.

* Ed Will confirm date and location of GMUN Group Meeting with Holly

Topics for January 20th GMUN Group Meeting:
1. Gift (5 min.) versus Grant (5 min.) versus External Sale (5 min.)-40 minutes
   - Ed will arrange with group
     - Carl Bendorf
     - Bonnie Lievan
     - LaCretia Bell
     - George Ogbonna

2. SPA/SFR issue- Fixed Price Policy-Kevin: 20-30 minutes

3. Construction grant process (Stewart 5-10 min.)

4. Steering Committee terms (Randa)

Topics for the future
- Small Business Contracting Plan Reporting (May Meeting?)
  - How to build a plan?
  - How to report?
  - Karen Triplett

- REPA: Clean up the list (May Meeting)
  - Why-how list
  - What is the RSPP part?
  - What is SPA’s part?
  - Meg Becker or Rosalyn: Best practices

- ECRT
- New Policies
- SFR-NIH Reporting procedures
- Purchasing card & individual purchasing
- Kevin Pre-award clean-up

Next Meeting: Monday, January 10th, 9:00-10:00 AM, 433 Johnston Hall