GMUN Advisory Committee Meeting  
Tuesday, July 17, 2007  
1:00-2:00 pm  
McNamara 6th Floor Regents West


Unable to attend:  Doug Johnson

Introduction by new Associate VP for Research, Pamela Webb

• Pamela and the committee introduced themselves

Selection of regular monthly meeting date/time

• Second Tuesdays of the month, 1:00-2:00 pm, 433 Johnston

Brainstorm ways of obtaining input from grants management users

• Discussion held on ways to get ideas from the grants management community for general meeting topics and Advisory Committee meetings
• An annual email message will be sent to key contacts reminding them of their area’s responsibility to update the key contact list
• RRC Managers and Associate Deans for Research should also receive a regular reminder at CRAD meetings to update their key contacts
• Listserv has been very useful for disseminating grants information
• Subcommittee was organized to generate additional ideas for contacting users for issues, comments, and ideas

Choosing groups to plan future GMUN general meetings

• Proposed GMUN general meeting dates:  9/27/07, 1/24/08, 5/8/08
• Subcommittees were formed to plan and organize general meetings
• Grants management listserv members will also be asked to submit possible meeting topics

Other agenda items

• Sue gave an EFS update
• Pamela asked for feedback on the grants manager job description prior to posting the position

Next Meeting:  Tuesday, August 14, 2007, 433 Johnston, 1:00-2:00 pm