DGA Roundtable Agenda – **Thursday, September 14, 2017 1:30 – 2:30 pm, IRIC 305 (above the Atrium)**

Call-in Number: Zoom – See Calendar Invite for details. Password for computer/smartphone access is ‘DGA’.

1. Zoom greetings and sign-in sheet. Please sign in as you arrive or announce your arrival on Zoom!
	1. Thank you all for attending!
	2. Introduced Erika Whittington, OSP Temporary Help Assistant. She is in Morrill 209 and is assisting the Post Award unit, among other duties.
	3. Introduced Nancy Holmes and Wendy Hessler, Proposal Development Specialists in ORED’s Research and Faculty Development unit. They are currently located in Morrill Hall, Room 114.
2. Lobbying – Second half of the exercise handed out by Ann-Marie at the August meeting.
	1. See handout from last month and highlighted handout included with the minutes. This exercise helps DGAs to spot hidden lobbying activities and identify the difference between lobbying and advocacy.
3. USDA NIFA Adopted Research Terms and Conditions – Implemented June 2017.
	1. <https://www.nsf.gov/awards/managing/rtc.jsp>
	2. UI Matrix, which follows <https://www.nsf.gov/bfa/dias/policy/fedrtc/appendix_a.pdf>, is being updated too.
	3. Posted here: <http://www.uidaho.edu/~/media/UIdaho-Responsive/Files/research/Faculty/DGA/UI%20Matrix%20for%20GCs%20NSF%20NIH%20DOE%203-2017.ashx>
	4. Revised matrix is in the DGA tab (above) and included as a handout with the minutes.
	5. The matrix can be confusing. Here are some basics:
		1. RTC Overlay Column: If any of the agencies require the pre-approval, this column will show “required.”
		2. There are numbers indicating exceptions at the bottom of the matrix.
		3. OSP has created a list of all the required approvals. Any exceptions are listed in parentheses and italicized.
	6. Suggestions for improvements in format/content are always welcome!
4. Testing of the new PDF drop-down prior approval: Volunteers?
	1. Cathy Knock and Robyn Wakefield – I will send the PDF separately.
5. Banner Manual Revision – Should be done and sent out soon, pending addition of an Argos section.
6. Jen Meekhof departed from the UI – Last day was Thursday 9/14.
7. Open Forum:
	1. Cost Share:
		1. Some DGAs requested cost share training from Wendy Kerr and noted that it would also be very helpful for PIs to have cost share training mandated before they can offer it. Faculty training is part of the RFD unit so OSP will discuss this with that unit. Nancy Holmes had some ideas on RFD providing EIPRS and other systems training concurrent with OSP.
			1. This training would need to include basics on tracking and reporting cost share, PARS, etc.
		2. Cathy Knock noted that she has a system for tracking using spreadsheets in order to enter the information to the cost share system. She also lets her faculty know how to report cost share via PARS during submission time.