

**2<sup>nd</sup> Quarter - Research Administrator's Forum**  
**Newcomb Hall: Kaleidoscope Room**  
**Tuesday, April 21, 2015 - 8:30 a.m. – 10:00 a.m.**

**MEETING AGENDA**

- 8:30 – 8:40 Welcome/Opening Comments/Updates – (Kelly Hochstetler)
- First Time Attendees and Introductions
- New Research/Grant Personnel/Faculty – OSP Primer *is now ON-LINE for on demand use*  
(Contact Greg Ball to get new hires subscribed for other educational opportunities!)
- 8:40 – 8:50 **Review of Effort Reports in 'Under SA Review'** – Kelly Hochstetler, Director of Finance  
Outreach and Compliance
- When an effort report has a line item that is certified **less than** the Calculated Effort Percentage on the effort report, the report will go to Under SA Review. OSP will be following up on reports in Under SA Review to determine if payroll adjustments are necessary based on how the report was certified.
- 8:50 – 9:00 **Society of Research Administrators International Virginia Chapter Annual Meeting** –  
Angela Sherman, Manager of Sponsored Projects Administration, School of Medicine  
Finance
- Hear about the great program and speakers lined up for the VA-SRA meeting that will be hosted here in Charlottesville at the Boar's Head Inn on **Wednesday, May 20<sup>th</sup>**.
- 9:00 – 9:20 **Managerial Reporting Project** – Judy Divita, Director, Managerial Reporting Project
- Updates and discussion on the Managerial Reporting Project.
- 9:20 – 9:50 **Research UVa Project Update and Demo** – Vonda Durrer, Director of Operations, Office of Sponsored Programs
- 9:50 – 10:00 **OSP Updates and General Q&A**

**Save the Date:**

**Society of Research Administrators International Virginia Chapter Annual Meeting**  
**"VA-SRA: Honoring Tradition and Embracing Change"**  
**Wednesday, May 20, 2015 7:30 AM-3:30 PM**  
**Boar's Head Inn**

**Next Meeting Date: July 2015 – Look for Future Announcements!!**