**SPS**

* **Betsy Jinks**
	+ **SPS Reorganization in Progress**
		- Award Team
			* Fully staffed now
		- Finance team
			* In the process of moving all invoicing over to this team
		- Kami Carter’s team
			* Award management, closeouts, portfolio management
	+ **Working on F&A rate agreement**
		- Working on identifying the top 25% MTDC departments
			* Will hold multiple virtual trainings in April
			* Will have individual trainings to select departments
	+ **Closeout Process Improvements**
		- Creating a 30, 60, 90-day pre-term notice via WorkDay for upcoming closeouts
			* Additional time for department financial reviews and for SPS to submit final invoices and reports – three phases of the closeout process
		- SPS will be trialing this and will share updates at the next meeting
	+ **Additional Improvements and Notes**
		- Budget Period dates are now in WorkDay
		- Grant Managers are now listed in WorkDay
* **Kim Akin**
	+ Suggested an addition in Workday to show who main grant managers are
		- **We can continue improvement discussions in our next meeting!**

**Modernization**

* **Welcome Salvador Esquivel.**
* **Christine Galbreath**
	+ Gave an overview of how grant managers are structured in relation to cost centers
		- Grant portfolios are organized by cost centers
			* Grant managers assigned to cost centers, not departments
			* Sometimes this is less than ideal for specific projects
				+ We can assign them in a nuanced way if departments need
	+ Matt, Betsy, and Christine will chat later on ways to streamline grant managers notices with cost centers – we want to make sure the right people are getting them, and people who don’t need them aren’t
	+ **Schedule Trainings for Learning WorkDay Reports!** Anytime; <https://modernization.wsu.edu/workday-faculty/>
	+ **Cost Determination Guidelines for Principal Investigators** March 22, 2023 from 2:30 to 3:30 pm; <https://share.percipio.com/cd/5LHGDLWfl>
		- For now, all of the grant managers need to be looped in when SPS reaches out to minimize extra communications – make sure it gets to the right person originally
* **Ty Simanson**
	+ Good job with effort certifications recently everyone.
	+ **Links to guides on topics Ty shared:**
		- Guide to the Effort Certification Work Area: <https://jira.esg.wsu.edu/servicedesk/customer/kb/view/246614739>
		- Guide to Create Pro Forma Effort Certification: <https://jira.esg.wsu.edu/servicedesk/customer/kb/view/246614755>

**ORAP**

* **Welcome Kim Christen.**
	+ Kim is the new AVC of ORAP.
	+ Sammy Rodriguez has left ORAP.

**ORSO**

* **Matt Michener**
	+ We have put together our new NSF Inclusive Working Environments Policy website
		- New guidelines to meet updated NSF policies
		- PDF link here: <https://orso.wsu.edu/documents/2023/01/guideline-35.pdf>
	+ NIH DMS guidance on ORSO website: <https://research.wsu.edu/dms/>
	+ MTA/DUA/NDA/NMA templates/info sheets have been updated to add expanded areas for Cost Center hierarchies – split into its three components.
		- <https://orso.wsu.edu/forms-templates/>
			* Cost Center Region (Pullman, Spokane, etc.)
			* Cost Center Hierarchy (College of Vet Med, CAHNRS, etc.)
			* Cost Center (Crops and Soils, Paul G. Allen School, etc.)
	+ BIPA template has also been updated
		- <https://research.wsu.edu/resources-researchers/working-with-industry/contracting-with-industry/new-agreements/>
* **Anke Moore**
	+ Changes to Subawards
		- Previously, we moved away from G numbers and started using SPC numbers when moved to WorkDay
			* Was a problem for some departments, G numbers had A, B, C, etc.
				+ However, SPC numbers are only allowed one grant line
				+ We are now connecting SPC numbers to new WSU number,
				+ WSU number will be subcontract name, SPC number will be PO number
				+ SPC numbers will be added in comments and in abstract
			* Moving forward we will make new WSU numbers for WSU awards
				+ Current SPC will stay the same for remainder of the award
	+ We have updated the WSU subcontract invoice template, <https://orso.wsu.edu/documents/2018/11/subrecipient-invoice.xlsx>
	+ Subaward initiation form updated:
		- * Added a carryforward restricted section
			* Added an NSF safe and inclusive working environment option
* **Side notes:**
	+ PI is not authorized to sign agreements, reach out if confused about who should sign something
	+ Submitted eREXs
		- Be clear in instructions/directions/notes sections, we follow this. The more information the better, it all helps.
		- Proposals needing agreements reviewed for terms and conditions please have the eREX submitted more than the normal 2 days. A week is preferred.

**The next RAC meeting will be June 08, 2023; 10AM-11AM**