

Office of Sponsored Projects

## GoLive Weekly Meetings

**Meeting Date: 09/30/2025**

**Location: Virtual-Microsoft Teams**

**Meeting Organizer/Facilitator:**  
Jennifer Silver

**Start Time:** 2:00 PM  
**End Time:** 2:40 PM

**Attendees:** Robert Gomez, Ana Gonzalez, Cedric Williams, Jesse Hernandez, Justin Marmolejo, Elizabeth Sandoval, Jennifer Silver, Elizabeth Tilley, Melinda Cotten, Ann Hileman, Evelyn Vanderburg

**Absent:** Josephine Melendez

**Meeting Discussion- Date: 09/30/2025**

### Agenda

1. General topics:

- Federal Government Shutdown (Topic Lead: Jennifer)
  - Last shutdown lasted 35 days
  - From past experiences, systems/portals stay on, and proposal submissions/prior approval requests can still happen, but we won't have any communication with program officers/help desks
  - Financial Affairs will manage all drawdown requests
  - FAQ website: <https://research.utsa.edu/research-admin/2025-federal-shutdown-faq.html>
  - Reminder: Pre-Award Request Forms still needed for any extensions/additional funding not yet received by sponsors
- Integration Reminder (Topic Lead: Jennifer)
  - UT San Antonio main campus and UT San Antonio Health Science Center are two separate campuses in terms of research administration since we have two separate UEs
  - AOR delegations remain separate for the two campuses
  - Sr. Grant Development Managers have three new templates with the integrated description of UT San Antonio that can be used for proposals
    - Copies provided to Sr. Research Administrators in today's meeting
- Proposal Development: Partners (Topic Lead: Jennifer)
  - Ask guiding questions to PIs regarding their relationships with proposed partners to help identify any potential conflicts of interests
- OSP Training Team Site (Topic Lead: Evelyn)
  - Name: Race Smart: Navigating Sponsored Projects
  - Evelyn working on identifying training topics
  - Site will be organized by training topics



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**Office of Sponsored Projects**

- Updates
  - COEHD/COLFA
    - Raymond Mauldin named Interim Director for CAR
  - COS
    - Focusing on large count of pre-award submissions
  - HCAP
    - Looking to fill open RA III position
  - KCEID
    - No new updates
  - VPR Pre-Award
    - No new updates
  - VPR Post-Award
    - No new updates
  - OSP
    - Research Administrators Day was 9/25 and we will be celebrating tomorrow, 10/1 at 3pm. Please join us in NPB 5.140A for cake!
    - Roles & Responsibilities Matrix Working Group Update
      - Purpose: Review R&R Matrix created in Spring 2024 and update to align with current practices
      - Work has been completed and now just focusing on formatting
      - Thank you to the Working Group Members (Liz T, Mike, Kat, Ana, Cedric, and Irene) for their time and effort!

**Discussion topics for next meeting: 10/14/2025**

**Agenda**

- TBD