



## Office of Sponsored Projects

### GoLive Weekly Meetings

<b>Meeting Date: 03/3/2026</b>	<b>Location: Virtual-Microsoft Teams</b>
<b>Meeting Organizer/Facilitator:</b> Justin Marmolejo	<b>Start Time:</b> 2:00 PM <b>End Time:</b> 2:42PM

**Attendees:** Ana Gonzalez, Jesse Hernandez, Justin Marmolejo, Elizabeth Sandoval, Elizabeth Tilley, Ann Hileman, Evelyn Vanderburg, Jennifer Beckcom, Cedric Williams, Jennifer Silver, Josephine Melendez, and Gioanna Valverde

Absent:

### Meeting Discussion- Date: 03/03/2026

#### Agenda

1. General topics:
  - A. Updates
    - i. OSP
      - a) CAMEE Pre- and Post- Award Management  
CAMEE is a NASA-funded center that conducts mechanical and aerodynamic research. The Engineering PI and the College of Science Faculty want a dedicated research admin.
      - b) 19 active projects remain under the College of Science and are still part of Team 1
      - c) Service Now Ticket: Route to Team 1 under the College of Science selection.
      - d) Carlos area will be managing limited submissions for both campuses.
      - e) OSP has received 1,154 ServiceNow tickets so far in FY26
      - f) Justin suggested excluding the fringe in the budget as it will exceed the allocated amount.
    - ii. RA
      - a) A new SRA external candidate has been selected for HCAP, starting next Monday.
      - b) Publication cost budget. \$2500 flat, PI following within sponsors' thresholds, including the justification for higher publication fees in the budget.
      - c) Publication fees resource: UTSA library, Research Data Management, Rachel Davis and Emily Hayward.
      - d) No objection sharing central mailbox for limited submissions.
      - e) Jesse suggested it would be beneficial to know the senior grant developer assigned to which RAs.
      - f) Jesse: Student-led non-fellowship project are developing in COLFA



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- g) March proposals coming in, per the OSP tracker as of today: CAICC: 4, COLFA: 9; COS: 29; HCAP: 13; KCEID 30; VPR: 16. Total: 101.
- h) Summer planning: Summer efforts reviews are being planned by College Financial Leads
- i) No travel fund available for the department until next year.
- j) Jennifer emphasizes quality. AAU one of the criteria is travel, so
- k) COLFA is hiring two BScs'

### Discussion topics for next meeting: 03/03/2026

#### Agenda

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