**Research Administration Network Agenda**

**SUB Ballroom A**

**January 14, 2020**

**9:00am to 10:00am**

Meeting Hosts: Andra Kiscaden (EPSCoR), Betsy Drellack (OVPR), and Jeremy Hamlin (CGA)

**Purchasing and PCard Info Session**

General:

* 1. Quick overview of new Purchasing website
  2. Quick overview of Purchasing Teams/Departments and roles and responsibilities of those units
  3. Quick overview of LoboMart and information on LoboMart Training Classes
  4. Q&A Session

Procurement Regulations:

* 1. When to use competitive bids, quotes, etc. (Federal/State Procurement Regulations)
  2. Q&A Session

PCard:

* 1. When PCard Special Exceptions are needed and procedures on special exception request
  2. New PCard Reporting Tools
  3. Redaction List overview
  4. Q&A Session