

# **NESDIS COOPERATIVE INSTITUTES ADMINISTRATORS WORKSHOP**

**June 18-19, 2008**

**Room: 4056**

**Cooperative Institute for Climate Studies (CICS)  
UMD/ESSIC, 5825 University Research Court  
College Park, MD 20740**

## **June 18, 2008 (Wednesday)**

<b>12:00</b>	<b>Registration (Rm# 4102)</b>	<b>All</b>
<b>12:15-1:00</b>	<b>Lunch w/Directors (Rm# 4102)</b>	<b>All</b>
<b>1:00-1:30</b>	<b>Welcome, Introductions and Review of Agenda (Rm# 4056) Arkin/Guch/Mayo/Jones</b>	
<b>1:30-2:30</b>	<b>Updates from NESDIS/STAR</b> <ul style="list-style-type: none"><li>• NOAA Mission Goals/Programs today (Who's Who List)</li><li>• Publications/Acknowledgements and Disclaimers reminders</li><li>• Student Exchanges</li><li>• CoRP Blog</li></ul>	<b>Guch</b>
<b>2:30-2:45</b>	<b>BREAK</b>	
<b>2:45-3:15</b>	<b>CICS Overview</b>	<b>Jones</b>
<b>3:15-3:45</b>	<b>Review of Action Items from Wisconsin 2007 meeting</b>	<b>Medley</b>
<b>4:00</b>	<b>Dinner at Calvert House Restaurant or on your own (Directions in packet)</b>	<b>All</b>

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**June 19, 2008 (Thursday)** Continuation of NESDIS Cooperative Institute's  
Administrators Workshop **(Room: 4056)**

<b>8:15</b>	<b>Breakfast (Continue to eat when we begin)</b>	
<b>8:30 – 9:30</b>	<b>Review of Progress Report Format</b> <ul style="list-style-type: none"><li>• Reporting period discussion</li></ul>	<b>Mayo</b>
<b>9:30 – 10:30</b>	<b>NOAA Grants Management Division (GMD) Update</b> <ul style="list-style-type: none"><li>• Obligation reporting</li><li>• Grantee closeout requirements</li></ul>	<b>Brown</b>
<b>10:30 – 10:45</b>	<b>BREAK</b>	
<b>10:45 – 11:45</b>	<b>NESDIS CI Formal Recompensation Schedule</b>	<b>Guch</b>
<b>11:45 – 1:00</b>	<b>LUNCH</b>	<b>All</b>
<b>1:00 – 2:00</b>	<b>NOAA &amp; University Administrators to meet separately</b> <ul style="list-style-type: none"><li>• Identify issues/action items (Rm# 4056 &amp; Sm classroom #4045) (Mayo &amp; Jones as respective Leads)</li></ul>	<b>All</b>
<b>2:00 – 3:00</b>	<b>CI and NOAA Administrators reconvene as a group</b> (Mayo & Jones as respective Leads) <ul style="list-style-type: none"><li>• Concur on issues/action items/timelines for actions</li><li>• Assign a “Lead” for each action item</li></ul>	
<b>3:00 – 4:00</b>	<b>Refreshments &amp; Building Tour</b>	<b>All</b>