



## Staff Meeting Agenda

Tuesday, November 5, 2013

CG1, 3131

2 pm

Last updated: 11/4/2013

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- Updates from Michael 10 Minutes
  - Transitions
  - Proposals recently funded: **NO UPDATES TO REPORT**
- Visitor updates: Teresa 5 Minutes
- Fire drill review: Don 5 Minutes
  - Don to load his presentation on Joanne's laptop prior to meeting
- New overhead rate overview: Joanne 15 Minutes
- CSMT updates: Kim 10 Minutes
  - Disk space and backups; CIT and UCAS passwords; Q&A - Google, projects, tickets
- Science Nugget: Piyali Chatterjee 15 Minutes
  - "Simulating CME cannibalism: Initiation and evolution"
  - (Will bring own laptop)
- Other business
- Staff discussion: Next steps toward bringing in new director 60 Minutes

***Items to consider monthly: CSMT, Proposals, Science Nugget, Visitor updates***