

**Research Grants User Group (RGUG)
Meeting on Friday 10 February 2017**

10am – 11:30am in the Norwich Auditorium, Roger Needham Building

AGENDA

1. **Minutes from previous meeting** – Dr Jo Dekkers
2. **Governance of the University: How it Works** – Dr Kirsty Allen
3. **Research Operations Updates** – Dr Jo Dekkers
4. **Horizon 2020 Audits** – Renata Schaeffer
5. **Audit Essentials for Department Administrators** – Paul Bryan
6. **Contracts: Confidentiality Agreements** – Jamie Whitaker
7. **Demonstration of a Simple Costing in X5** – Debbie West-Lewis
8. **AOB**

Speakers

- **Dr Jo Dekkers** – Interim Head of Research Operations Office (ROO)
- **Dr Kirsty Allen** - Head of the Registry's Office
- **Renata Schaeffer** - Interim Assistant Director Biological Sciences & EU, ROO
- **Paul Bryan** – Compliance Administrator, ROO
- **Jamie Whitaker** - Contracts Manager, Technology Team, ROO
- **Debbie West-Lewis** - Training Manager, ROO

Venue

Norwich Auditorium
University Information Services
Roger Needham Building
7 J J Thomson Avenue
Cambridge
CB3 0RB

<http://map.cam.ac.uk/Roger+Needham+Building#52.211181,0.093494,18>

Date of next meeting

Tuesday 28 March 2017, 10:30 – 12noon in Room 7, Mill Lane Lecture Theatre