**SPA**

WebFM Downloads
WebFM Departmental Commitments
SPECS Update
Fall 07 and Spring 08 Tuition Policy
Cost Share - Annual Documentation
SPA Reorganization of Workload
Miscellaneous Items

**OSPA**

Quick Update to GoldSheet Change
- Future training announcement
- Planned system downtime
  - **December 18, 2007** - Last day to begin routing (PI signs) an “old” GoldSheet. The GoldSheet "Start" function will be turned off at 5 PM.
  - **December 26, 2007** - Last day for an “old” GoldSheet to finish routing through all approvers (CoPI/Dept/Center/Institute/Extension/College/VP’s/OSPA). The routing system will shut down at 5 PM.
  - **January 2, 2008** - First day to start the updated GoldSheet. The GoldSheet system will be available for use by 8 AM.

Supplemental Budget issues
Continuation/Renewal proposal – when are GoldSheets needed?