



**Grants Committee**

**Meeting Minutes**

**April 18, 2013**

**3:00 – 4:00 pm**

**Enid- President's Conference Room**

**Stillwater- Cowboy Mall Conference Room**

**Tonkawa- President's Large Conference Room**

Attendance: Paul Bowers, ~~Bart Cardwell~~, Cheryl Chanslor- Chair, ~~Judy Colwell~~, ~~Tammy Davis~~, ~~Rick Edgington~~, ~~Mark Edwards~~, Tracy Emmons, DeLisa Ging, ~~Todd Ging~~, ~~Scott Haywood~~, ~~Jena Kodesh~~, ~~Brad Matson~~, Sherryl Nelson, ~~Debbie Quirey~~, ~~Teresa Rhynard~~, ~~Ron Shidemantle~~, Anita Simpson, Sheri Snyder, ~~Pam Stinson~~, Ed Vineyard, Gene Young

The newly formed Grants Committee met for the first time.

Introductions were made and the chair welcomed the new members and thanked them for volunteering their time to serve. It was noted that several members were unable to attend due to the NOC-OSU Articulation Meeting.

The chair stated the purpose and function of the committee and explained the NOC Grant Submission Process. This process will be posted on the Grant Development webpage.

An explanation of funding sources was shared. The Oklahoma Foundation Databook is an excellent resource that can be utilized in either Sheri Snyder's or Cheryl Chanslor's office on the Tonkawa campus. The databook lists all foundations in the state of Oklahoma donated dollars, and types of projects they have funded.

The chair reported that the Grant Development webpage was in the process of being built. Links, files and tips on grantsmanship will be added to this page.

The topic of communication through the summer months while faculty was off campus was discussed. It was decided that NOC email accounts will be the mode of communication for faculty to receive updates about grants.

Committee Meeting schedules were discussed. It was determined that the third Thursday of the month at 3:00 pm is the best time to meet starting with the fall 2013 semester.

Round table discussion was had regarding the Proposal Planning Sheet. Concerns were voiced that it may be too complicated and intimidating for new grant writers to use. Decisions were made to add wording to the form "or attach copy of proposal" to ease the workload process for the grant writer.

Next meeting:

To be determined. Email invitation will be sent at a later date.