



**Grants Committee
Meeting Minutes
August 15, 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, Judy Colwell, Jack Clossen, Tammy Davis, Jessica Dudick, ~~Riek Edgington~~, ~~Tracy Emmons~~, ~~DeLisa Ging~~, Scott Haywood, ~~Jena Kodesh~~, Brad Matson, Dave Monks, Sherryl Nelson, ~~Debbie Quirey~~, Shelly Schulz, ~~Ron Shidemantle~~, Anita Simpson, Sheri Snyder, Pam Stinson, Ed Vineyard, Gene Young.

- Call to Order
- Minutes
 - Scott Haywood made a motion to approve the minutes from the previous meeting, Gene Young seconded the motion. The motion was passed by unanimous consent.
- Welcome and introductions
 - The committee welcomed new members Jack Clossen, Jessica Dudick, Dave Monks and Shelly Schulz.
- Webpage additions
 - The Grants Development webpage is up and functional. Grants Committee agendas and minutes are posted on the page. Additional content can be given to Cheryl Chanslor to update.
- Worksheet Tracking
 - A questionnaire used to develop a data base for professional development planning was submitted to Dr. Linda Mason, Coordinator of Grantsmanship for OSRHE. Several items on the list can be used to increase grant awareness and to start creating a proficient culture.
 - Nine grants were submitted, seven were awarded, still waiting to hear on one in FY 2013.
 - NOC received competitive grant revenue of \$353,521 in FY2013.
 - Total grant revenue received was \$987,785 in FY2013.
 - The Access database will be used for collecting grant information in order to write queries for detailed reports.

- NCURA Conference
 - A summary of breakout sessions attended at the NCURA conference was given in regards to how grantsmanship can be presented to faculty to gain awareness and encourage participation.
- Grant updates
 - United Way Suicide Prevention – Milynda Wade attended the United Way Enid board meeting to accept the award for \$3,000. The funds will help pay for suicide prevention training.
 - TAACCCT Oklahoma Works! Round 1 – 48 laptops and 2 carts have been ordered for the mobile lab to be used in the Business Division. One cart will be housed on the Enid campus, the other on Tonkawa. A meeting was held with the consortium on July 30 to discuss reporting on the grant and developing cohorts. The Department of Labor will be conducting a site visit in the middle of September at OCCC. It is possible that they may visit NOC Tonkawa campus as well, to look at the Business Fast Track and P-Tech programs associated with the grant.
 - Plus 50 grant- April Heitfeld held a meeting in Enid at The Commons, senior living complex. She has formed a team of members from NOC, The Commons, Golden Oaks, Grow Enid and Integris to do a “needs assessment” in the area. She is on track with the goals and objectives of the grant.
 - National Endowment for the Arts- Challenge America Fast Track – the grant was successfully submitted in April, but the work samples could not be submitted until June. Brad Matson was able to condense the digital recording to an acceptable size for submission. The award will not be announced until December.
 - TAACCCT Oklahoma Works! Round 3- Scott Haywood and Bart Cardwell started gathering data on the Technical Agricultural Services (TAS) and physical therapy assistant programs. Although Round 3 was due 06/30/13, decisions were made to write a more thorough proposal over the coming year in order to submit a more comprehensive grant for Round 4, increasing the chances of being awarded.
- A list of grant opportunities that had been emailed out to various department heads, and members of faculty, was shared with the committee.
- Roundtable Discussion
 - Discussion ensued on the topic of the TAS and the physical therapy assistant programs. Decisions were made to continue gathering standard information for both programs. The information will be accumulated throughout the year and put into either a single proposal or two grant proposals. Ideally, they will both be submitted in TAACCCT Round 4, if offered. If not, other funding sources will be pursued.
- The next meeting is scheduled for 09/10/13 12:30-1:30 pm. The standard meeting time of the third Thursday of each month had scheduling conflicts over the next four months.
- A motion was made for adjournment by Scott Haywood and seconded by Gene Young. The motion was passed by unanimous consent.