

COUNCIL ON GRANTSMANSHIP AND RESEARCH

MINUTES March 2, 2006

The fourth semi-annual meeting was held on the campus of East Central University, Danley Hall, Room 235, Ada, Oklahoma. The meeting was called to order at 10:00 a.m. by Anita Blankenship (SWOSU), Chair. The following members were present: Anita Blankenship (SWOSU), C.J. Vires (ECU), Kate Felzien (NSU), Frank Zittle (Cameron), Gerry Cherry (UCO), Vivian Whitney (ECU), Carla Ackley (ECU), and Linda Mason (OSRHE). Myra Haulmark (Rogers State) and Carla Robinson (USAO) were guests.

1. Welcome:

Anita Blankenship acknowledged ECU for hosting the Spring 2006 meeting. Words of welcome were given by C.J. Vires and Dr. Cole, President of ECU. Dr. Cole spoke of his considerable experience with writing and submitting grants and emphasized the importance of the Council and hiring and supporting good staff members to support the research process. Members introduced themselves and stated their university position.

a. Cameron:

Cameron's research office has changed from the "Academic Research Support Center" to "Academic Research Center (ARC)." Cameron is seeing more external grant funding and less internal funding and just received \$4M in foundation support.

b. UCO:

Cherry is not sure where she will be at UCO after June 30th, but will probably be in the College of Education. Discussion occurred concerning the complications of the online submission process for a "Learn and Serve" grant through the Corporation for National Community Service Cherry had recently submitted. Mason also relayed problems that the Regents had with the online system.

c. NSU:

NSU is hiring a new Proposal Development Specialist to assist Felzien in the Research & Sponsored Programs office. Felzien held the Senator Tom Coburn Economic Development Workshop at NSU in February. Federal and State funding representatives were on campus and attendance was good. Mason suggested that the workshop is a good place to learn about untapped money available in Oklahoma.

d. SWOSU:

Blankenship welcomed all the new members and guests to the group and discussed the make-up of her office. Mason commented on the "hand-holding" for post-award that Blankenship provides to her faculty.

e. ECU:

Vires welcomed Whitney and Ackley to the group as new members of their research office staff. Whitney is working on professional development plan. Vires distributed and discussed ECU's brochure for their Grants Information Center. Whitney discussed her experience working as a reviewer and evaluator for several Federal grant programs. Ackley who originally worked under the Title III grant is now working part-time in the grants office as Data Collections Specialist.

f. OSRHE:

Mason discussed her role at the Regents and the grants culture in Oklahoma.

g. Rogers State:

Haulmark who is the Director for the Center for Teaching in Learning discussed her role at Rogers State. She is in charge of faculty development and grant writing. Rogers State has a good and competitive in-house grant program in place. They are currently transitioning from a 2-year to a 4-year college.

h. USAO:

Robinson who was filling in for Julie Bohannon is the Coordinator for the Academic Resource Center.

2. Old Business:

a. Minutes:

Minutes for the Fall meeting held on September 22, 2005 were approved.

b. Communications - Website, Listserv, and Logo Discussion:

Zittle presented the website <http://grantsmanship.org> which is currently sponsored by Cameron and maintained by Zittle. The domain name is licensed for three years. A discussion on the uses of the website and listserv occurred. Security measures and logo design were also discussed including information dissemination. It was suggested that the collaborative proposal be posted to the website so that all members could have easy access to it.

c. Collaborative Grant Proposal Discussion:

The draft collaborative grant proposal, Title III Proposal, was discussed. Other potential funding sources were discussed: Title III, Part A – Collaborative Proposal; Undergraduate Research Collaboratives (URC); Research Experiences for Undergraduates (REU); and Interdisciplinary Training for Undergraduates in Biological and Mathematical Sciences. The group liked the idea of the REU proposal but commented on the difficulty of getting faculty interested. Bridge programs were discussed. Vires is taking the lead on proposal development to “increase undergraduate research capacity at the regional universities.” Each member is to get approval and faculty support, read the RFP, and turn in their needs as it related to the “proposal” section by March 31, 2006. Vires will combine and post to the website for comments.

3. Scholarly Activity: “Research at the Teaching Institution”

Mason presented a Power Point on Research at the Teaching Institution. Two publications were discussed: “How to Get Started in Research” from CUR and an NSF Report “Research Policy as an Agent of Change.” Mason suggested the Boyers definition of research as “original contributions and testing of problems.” It was suggested that an institutions develop a written research policy. Discussion occurred on university policy as it relates to research. Vires and Blankenship have a university-wide strategic plan that includes research. Felzien has specific office policies, but no overall policy on research. Cherry suggested that UCO focuses on student research. Vires provided the group with a copy of the portion of ECU’s strategic plan related to research. Mason also observed that universities will recruit better students if they get the students involved in research as part of the teaching function and just the process of getting people to start talking about research is vital to changing the grants culture. Discussion occurred on the challenges of implementing these changes. Additional discussion included a research checklist and institutional research day events.

4. New Business:

a. Grants.gov Discussion:

A discussion occurred on the issues dealing with online submission through grants.gov. Everyone that has submitted through grants.gov so far has had some problems with the system.

b. Consultant Pay Discussion:

Cherry had a question concerning the appropriateness of her serving as a consultant on the “Learn and Serve” grant. Would this be considered part of her job responsibilities and would it be acceptable for her to receive consultant pay (approximately two weeks per year)? The group consensus was that this would be considered part of her job and she should not receive additional pay. Mason had done this in the past at OU, but she did not receive additional money. The grant money was used to offset her salary and her department used her salary money for other purposes. Vires mentioned the OMB distinction between staff and faculty. You can not receive more that 125% of your salary. Conflict of interest issues were also considered. Vires indicated that the Regent’s auditor is looking at time and effort reporting. More information will follow.

c. Faculty Advisory Committee Discussion:

Mason inquired who in the group has a grant oversight committee. Cherry indicated that she had had one for Title III which consisted of all VPs and all Deans. Felzien indicated that she wanted to put together a faculty advisory committee to support grant efforts, but it is not in place now. Blankenship commented on the difficulty of implementing an advisory committee that would have submitting authority due to timing of proposals.

5. News and Events:

a. **Big XII Conference:**

Discussion occurred about how applicable the conference would be for regional institutions. Mason agreed to find out more information and report to the group.

b. **NCURA and SRA:**

Discussion occurred on the differences between the two groups. Also discussed was the legality of the university paying for individual memberships to these groups. SRA Oklahoma Chapter dues are \$15. Felzien is presenting at the NCURA Regional conference. Dates for the NCURA and SRA conferences were given to the group.

c. **CUR:**

CUR is a good group for undergraduate research. CUR conference dates were given to the group.

d. **Research Day at UCO:**

November 30, 2006 there will be new panel discussion and workshop on integrating undergraduate research. December 1, 2006 is the traditional Research Day with poster presentations. Cherry indicated that Research Day may expand to include other adjoining states.

e. **UCO Grant Writing Group:**

Cherry is holding a small group grant writing class for approximately six faculty members in the Fall. Mason is thinking of doing something similar at the Regents.

f. **2006 Summer Grant Writing Institute:**

The Summer Grant Writing Institute will be held at the Regents July 31st through August 3rd, 2006.

g. **NSU Bob Bradley Workshop:**

Members are invited to the two day grant writing workshop May 11-12, 2006.

The Fall 2006 meeting place and date will be announced at a later date.

Meeting adjourned for lunch at Noon where discussion continued on the collaborative grant proposal and other networking. Vires provided a tour of his office suite.

Submitted by Kate Felzien, Recording Secretary
October 5, 2006