COUNCIL ON GRANTSMANSHIP AND RESEARCH

MINUTES
March 10, 2005

The second semi-annual meeting was held on the campus of Northeastern State University, Academic Affairs Conference Room 117, Administration Building, Tahlequah, Oklahoma. The meeting was called to order at 10:00 a.m. by C. J. Vires (ECU), Chair. The following members were present: C. J. Vires (ECU), Anita Blankenship (SWOSU), Frank Zittle (Cameron), Linda Garrett (UCO), Leah Anne Brooks (SOSU), Kate Felzien (NSU), and Linda Mason (OSRHE).

1. C. J. Vires acknowledged Northeastern State University for hosting the Spring, 2005 meeting. Members introduced themselves and stated their university position and responsibilities.

2. Informal topic discussions were voiced over during member introductions. Discussions included Regents’ match dollar process, funding opportunities available, research services provided by the Regents’ office through Linda Mason’s office, faculty release time, faculty extra compensation through grants, evaluation process, grant culture change at regional universities, and tribal affiliation for regional universities.

3. Old Business:
   a) Minutes: Minutes of the Fall meeting held on September 30, 2004 were approved.
   b) Private 4-Year Institution Membership: Attendees were encouraged to visit with their respective supervisor at each university in order to explore the pros and cons of more people involved in the Council, synergy created in order to have additional collaborations and to bring private expertise to the table that might encourage partnerships. Potential drawbacks would broaden the interest of the group. Discussion will be held at the Fall meeting.
   c) Organization Name: Suggested names were presented to the Council. After discussion, “Council on Grantsmanship and Research” was approved by Council members.
   d) Council Mission Statement: Discussion held and a mission statement developed. The mission statement developed is “The mission of the Council on Grantsmanship and Research is to provide a network of support to advance grantsmanship and research activities among Oklahoma’s undergraduate institutions of higher education.”
   e) By-Laws: Council will operate informally for now. By-laws will be discussed at a later date if needed as the organization evolves.
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f) **Website**: Discussion held regarding a website for this Council as to whether a website could be provided at the Regents’ website or at a university’s website. Is a website needed at this time? Does this site need to be password protected? Council decided to have an “informational page only” with the name of organization, mission statement, membership roster, meeting dates, and Council contact information. Web page would be located on Linda Mason’s website. Vires will begin to prepare an “information only” page.

g) **Council List Serve**: Since the membership is small at this time, each university can build their own list serve for communication purposes.

h) **Regents’ matching Grant Program**: Vires provided a draft of a letter to be forwarded to the Chancellor requesting a reinstatement of the Regents’ Matching Grant Program. Each Council member should present this information to their respective university administrator for input. Discussion was held regarding letter content and technical aspects. Vires will send out a final draft to be reviewed by Council members. Council members were to respond by April 1, 2005. Upon approval of the Council members with any adjustments, the revised letter will be sent to the Chancellor.

4. New Business:

a) **University Collaborative Grants**: Discussion regarding the Council generating one or two collaborative grants during the next year. Common needs from each university are: technical training, nursing funding, professional development for K-12 and higher education, native American funding, Spanish and ESL funding, student globalization, writing centers, economic development, Oklahoma teacher retention, higher education student retention, emerging science and technology fields and capacity building grants. NSF grant opportunities were discussed. Possible Foundation funders are: Kirkpatrick, Noble, Sarkey, Dryfus, Lumina, Adastra and In As Much Foundation. Discussion will continue regarding collaborative grants between universities.

b) **University Routing Sheets**: Several Council members provided their university’s grant routing sheet for informational purposes.

c) **News and Events**: Linda Mason reminded the Council that she would like the university campuses to host Monday Brown Bag Sessions. Also, Mason is developing three databases which will include currently awarded grants, people and their research interest listing, and information regarding a newsletter to promote 4-year university research. Blankenship reminded members of the April NCURA Regional Meeting in Tulsa, upcoming EPSCoR Meeting at OSU, and Regents’ Summer Writing Institute information. General information was
provided on NCURA, CUR, and SRA. Mason will host another statewide meeting
during Summer, 2005.

The Fall 2005 meeting will be held on the campus of Southeastern Oklahoma
State University. Additional details will be provided at a later date. (Note: Fall
2005 meeting place was changed to Cameron University, Lawton, Oklahoma.)

Meeting adjourned at 3:00 p.m.

Recording Secretary