



## Minutes

### 2015 Spring Meeting

February 19, 2015

9:00 a.m. – 12:00 p.m.

Oklahoma State University, Ag Hall 106, Stillwater, Oklahoma

**Attendees:** Yolanda Carr (SWOSU), Stephanie Clark (UCO), Sarah Coufal (NWOSU), Beverly Endicott (UCO), Susan Evans (NSU), Deberah Hickman (OSU), Daniel Marangoni (Rogers State), Linda Mason (OSRHE), Tina Medlock (NSU), Robert Raab (OSU), Liliana Renteria (UCO), Hollie Schreiber (OSU), Sheri Shatswell (NSU), Gladys Skinner (SEOSU), D.J. Swepston (NSU), Nancy Thomason (ECU), Jami Vrbenec (UCO), Tiffany Wika (NSU), Tony Wohlers (CU).

9:00 am – 9:30 am	Breakfast and Networking
9:30 am – 12:00 pm	Business Meeting
12:15 pm – 1:30 pm	Lunch

The twenty second semi-annual meeting of the Council on Grantsmanship and Research was held in the Agriculture Hall Room 106 on the Oklahoma State University campus. The meeting was called to order at 10:00 a.m. by Dr. Tony Wohlers, Chair.

#### I. Opening Remarks – Dr. Tony Wohlers, Chair

- a. Tony thanked everyone for coming.

#### II. Self-Introductions

- a. Members stated name, affiliation, and position title; review and edit of membership list.

#### III. Voting for Approval of Minutes from Fall 2014

- a. A motion was made by Ms. Beverly Endicott and seconded by Ms. Nancy Thomason for approval of the minutes. The minutes were unanimously approved.

#### IV. New Business

##### a. New Member Spotlight

1. Ms. Sarah Coufal is a current graduate student. She is pursuing her license for counseling. Sara has a bachelor's in Psychology from Northwestern Oklahoma State University and has applied for a grant writing position at NWOSU.
2. Ms. Jami Vrbenec is the newest member of the Office of Grants and Contracts at UCO. Jami did her undergraduate studies at OU and her MBA at UCO. She worked as fiscal manager for a FEMA-funded mental health and substance abuse program.



While working as a fiscal manager, she transitioned to an accounting position. Jami has experience with federal grants.

b. Updates from each campus

1. OSU – Ms. Hollie Schreiber reported that Sheryl Tucker is serving as the Interim VP for Research; the interview process for this position has begun with the goal of filling the position by upcoming fiscal year; also Ron Van Den Bussche is the new Associate VP for Research. The OSU Research Foundation has changed its name, and Intellectual Property has merged into the Research Foundation. OSU is switching its HR system to Banner and parts of Banner will go live beginning next fiscal year. Hollie reported OSU is working on the implementation of eGrants, their online grant submission system. Finally, the director of accounting is retiring in May. Mr. Robert Raab reported that OSU received the Community Engagement classification from the Carnegie Foundation. Robert discussed the 3-minute thesis competition at OSU that features student research efforts. Robert reported that the College of Education is working with the Choctaw Nation to improve learning and promote college readiness. He also mentioned they are working with Tulsa on the Ready to Read partnership and the Schusterman Family Foundation.
2. OSRHE – Dr. Linda Mason reported that the OSRHE is working on the budget. Linda mentioned that the state is proposing to sweep back into the state budget any money that is not encumbered by higher education institutions. The Governor and Oklahoma legislature have announced that they will be scrutinizing permanent funded programs; one of these programs is Oklahoma’s Promise (OHLAP). Linda mentioned the Regents are working on writing policy to comply with the Uniform Guidance. Linda asked if any of institutions were doing so as well. ECU, UCO, OSU, and OU have policies. OSU is working to make their less specific by using language such as using “federal regulations” instead of referencing specific documents. Linda requested that monthly reports on grants awarded and submitted be sent to her at the end of each month.
3. UCO – Ms. Stephanie Clark reported that Jami joined the Office of Grants and Contracts team. Ms. Beverly Endicott announced that the College of Mathematics and Science received a new Fulbright grant. Beverly is currently working on the MOU. Ms. Liliana Renteria reported that UCO received the GEAR UP Partnership Grant and is working towards implementation. She also reported that UCO was awarded the NCUR 2018 bid and thanked all individuals present for their support of the bid. Liliana mentioned UCO will be reaching out to all institutions in the near future regarding NCUR. UCO submitted six Student Support Services proposals. Finally, the Office of Research & Grants received 41 submissions for the Faculty On-Campus grant. UCO will report total student grants at next meeting.
4. NSU – Ms. Susan Evans reported that NSU is working on their grant policies and procedures manual. Susan’s director will be retiring soon. Susan read Ms. Kathi Schoonover report. Kathi has been working on ORD. There were 894 registered participants with 600 poster presentations. Kathi mentioned they were expecting additional registrations the day of the event. Tiffany worked on 23 proposals this month, including submission to INBRE, US Department of Education, NIH, and



NSF. NSU will be hiring an institutional grant writer. Susan asked if CGR was doing a follow up on Uniform Guidance. Linda responded that it would most likely be via webinar. Linda will provide us with additional information.

5. SEOSU – Ms. Gladys Skinner reported that SEOSU received a \$1.16 million grant for their Native American Excellence in Education. Gladys also mentioned that SEOSU submitted a couple of Student Support Services grants.
  6. ECU – Nancy reported that ECU is still trying to find someone to fill her position. She also mentioned that she has submitted 9 grants in the past two weeks. Finally, the Provost, Registrar, and Dean of Math & Science are retiring.
  7. SWOSU – Dr. Yolanda Carr reported that SWOSU published its first undergraduate research journal and is in the process of starting the second one. Yolanda mentioned that they will be hosting their research and scholarly activities fair on April 14. SWOSU has hired an Associate Provost responsible for institutional effectiveness. Yolanda reported that they submitted 11 proposals for the month on January. She is also in the process of writing a Department of Agriculture grant for \$500,000 focusing on Telemedicine. This grant will be new for the campus and will include the Sayre campus. SWOSU awarded professional development awards to encourage grant submissions. Yolanda reported that they received 4 faculty applications.
  8. Rogers State – Mr. Daniel Marangoni reported that Rogers State submitted a Student Support Services grant to the US Department of Education. Rogers State is working with the OSRHE on their GEAR UP grant and has received a supplemental grant for robotics from AT&T. Daniel reported that his office awarded all funds that allocated for their faculty grants.
  9. Cameron – Tony reported that Cameron submitted Student Support Services, INBRE, and NASA grants. Cameron has a new VP for Academic Affairs. A policy shift has occurred where Deans must submit external grants and encourage their faculty to do so as well. Tony’s office awarded \$72,500 for internal grants in the fall. Tony is trying to connect the projects with external grants. The second Scholars Summit will occur on April 9 and 10. The summit has expanded to include student exhibits as well as panels with moderators. Cameron’s Honor’s Program has grown from 21 to 90 students over the past few years. Some of the students have submitted their research to national journals. Tony will be leading a study abroad trip to Berlin during Spring Break.
- c. Professional Development I: Work Smarter, Not Harder
1. Linda provided a literature review which contains peer-reviewed articles that examine best practices of institutions who are successful at securing grant dollars. Linda recommended that we advocate for greater support from the economic point of view and use research to support our request. Using peer-reviewed articles can also be useful in getting buy-in from university officials. Providing training to faculty was one practice that successful institutions had in common.

Discussion: Beverly stated that the CURE-STEM Scholars program at UCO



requires training. Ms. Debbie Hickman stressed the fact that if there is no support from administration the research efforts are not successful. Linda mentioned she is trying reach the Presidents' and Provosts' councils; Tony said that tenure and promotions do not emphasize research at regionals, so faculty struggle to prioritize. Beverly stated that you have to look at your institution. For the CURE STEM program, faculty participants have to submit one federal grant. Hollie discussed the incentives that OSU has put in place: policy has been changed so the PI receives 10% of indirect; OSU also has a 13<sup>th</sup> month salary possibility as long as the amount is no more than 115% of base salary.

2. Linda shared the NSF budget. She recommended that we read it carefully and look for new items; match the new items to faculty interest and strategically plan in context of those items. There is a high volume of NSF grant announcements with September, October, and November deadlines. Linda recommended for us to encourage faculty members to apply to be a reviewer one of those months. NSF has a high interest for grants that serve Native American students. Debbie mentioned that John Chaney at OSU has a successful program funded by a grant from NIH.
  3. Linda reported that ONENET had agreed to provide a template to small institutions for the NFS Computer Network grant. If interested, contact Linda.
- d. Professional Development II: Grant Writers and Data Report
1. Linda shared the plain language handout and encouraged us to disseminate it to our faculty. The website is [www.plainlanguage.gov](http://www.plainlanguage.gov). All federal agencies are required to use it.
  2. Linda shared an article about crowd funding for higher education. Hollie mentioned that the OSU Foundation has set up crowdfunding mechanism for undergraduate student researchers.
- e. Updates
1. Uniform Guidance – Linda shared the Letter of Council on Governmental Relations to OMB. The letter states that there gaps and encourages OMB to address items prior to full implementation. Linda will keep us updated of any changes.
  2. OKJUR – The journal will be published at the end of the semester. Linda asked CGR members to send information to faculty so they can encourage students to submit articles.
  3. Re-envisioning OK EPSCoR and IDEA – Linda provide the strategic planning report issued Dec 19, 2014 by Oklahoma State EPSCoR Subcommittee. The report had several recommendations once of which was to have a single point of contact on each campus for EPSCoR and INBRE. The directive for a single point of contact will most likely originate from EPSCoR directly to the Presidents. Linda advised the group to go back to campus and identify people who can serve in this role.
  4. Discussion regarding HB1737 – A bill was introduced by Rep. Lewis Moore to require the state to approve any requests for federal funds that come from state



agencies. Any violation would have a fine of \$500. The bill has passed committee and will go to the House floor for vote. This bill would negatively affect our institutions and would place restrictions on the grants that we submit. Beverly recommended that we explain to representatives how the grants we receive serve our students. Linda will share the bill.

f. Combined Fall Meeting: CAG and CGR

1. Tony strongly recommended hosting the annual combined meeting between CGR and the Committee for the Advancement of Grants during the fall. Discussion ensued, and the consensus was that we keep the meeting in the fall. We will have to work out the details for food.

g. Election of Officers

1. Tony open the floor for nomination. Discussion occurred among members present.
2. Liliana motioned to nominate Beverly and Daniel to the chair position. The motion was seconded by Tony. Beverly was elected by majority vote as the CGR Chair.
3. Liliana motioned to elect Jami to secretary by acclamation. Tony seconded the motion. The motion was unanimously approved.
4. Both positions are effective at close of the spring meeting for the next two years.

## **VI. CGR Meetings**

- a. The Fall 2015 meeting will be hosted by Southwestern Oklahoma State University. Yolanda will coordinate with Beverly to set date.
- b. The Spring 2016 meeting will be hosted by Oklahoma State University.
- c. The Fall 2016 meeting will be held by East Central University.

## **VII. News and Events**

- a. Oklahoma Research Day – NSU – March 13, 2015
- b. Research Day at the State Capitol – March 31, 2015
- c. Promoting Undergraduate Research – Conference & Workshop – OSRHE September 17-18, 2015

## **VIII. Adjournment**

- a. A motion to adjourn the meeting was made by Susan and seconded by Stephanie. The meeting was adjourned at 12:07 pm.