

**Grants Committee Minutes
December 18, 2012**

Members Present: Deborah diCesare, Sherri Rodriguez, Raul Castillo, Raul Gonzalez, Bobbi McDaniel, Marni Roosevelt, and Gary Huff

Members Absent: Ellie Rabani, Nona Matatova, and Helen Shrager

Meeting called to order at 10:00 am

1. Minutes of Previous Meeting: Approved October 2012 minutes
2. Reports - Deborah
 - a. **Grants Status**
 - i. Reviewed committee's approval of grants since the last meeting.
 - ii. Lessons learned
 1. The current Grant Tracking Form (GTF) is cumbersome for renewals and may need to be modified.
 2. Need to identify the process for notifying the committee of any changes to an application made after approval, before submission. Bring ideas to the next meeting.
 - b. **EPC**
 - i. Committee progress continues to be regularly reported to the EPC.
 - ii. Upcoming - EPC will be revising the college's Educational Master Plan. Grants Committee members are encouraged to participate in this process when possible.
3. Action Items
 - a. **Workshops – Bobbi will confirm dates and locations with Deborah Kaye**
 - i. *Show Me the Money*, March 19, 1:30p-3:00p (tentative)
 1. Agenda TBD, content to be developed at January meeting
 2. Deborah will look for her notes from similar presentations
 - ii. *Meet the Funders*, April 17, 1:30p – 3:00p (tentative)
 1. Introduction from Raul Castillo (5 minutes)
 2. Brief presentations from Foundation Reps (30 minutes)
 3. Question and Answer (55 minutes)
 - b. **Post Grant Award – Roundtable & Leveraging/Connecting College Initiatives**
 - i. Tabled, needs further development
 - c. **Foundation Grants & Database**
 - i. Discussed the need for GTF for new grants that will be run through the Foundation
 - ii. The committee believes that any Foundation grants with implications for physical space or staffing should complete a version of the GTF
 - iii. Raul Gonzalez will draft an abbreviated form or notification template
4. Adjourned at 11:15 AM
5. Next meeting, January 15, 10:00a-11:00a (President's Conference Room)