

Grants Committee Minutes August 20, 2013

Members Present: Deborah diCesare, Gary Huff, Helen Shrager, Alicen Vera, Ellie Rabani, Sherri Rodriguez, Ruby Christian-Brougham, Raul Castillo, and Bobbi McDaniel

Members Absent: Raul Gonzalez and Marni Roosevelt

Meeting called to order at 10:00 am

1. Minutes of Previous Meeting: Approved July 2013 minutes
2. Reports
 - a. Grants Update
 - a. Title V Collaborative – (Raul Castillo) There has been no further information regarding our application from the funder. Future updates will be provided when more information becomes available.
 - b. EPC
 - a. Motions update
 1. TRiO/SSS Renewal – EPC has approved the Grants Committee motion to proceed with the renewal application. Will be reviewed for approval by IEC on September 3.
 2. Tiered Approval Process – EPC has approved the Grants Committee motion to utilize a tiered approval level process for new applications. Will be reviewed for approval by IEC on September 3.
 - a. **Action Item** – Create a decision tree for tiered approval level.
 - b. **Action Item** - Update the grant tracking form to include the Vice President of Academic Affairs or unit VP as a required approver under “Space”.
3. Other Action Items
 - a. CDEC – Reviewed Admin Services Fiscal Review of CDEC concept/proposal.
 - a. Grants Committee Questions
 1. Is there a baseline contract for Etudes?
 2. What if the District decides to go with a specific learning management system (LMS) that is different from Etudes?
 3. Will Etudes be compatible with new SIS?
 4. Supplementing vs. supplanting discussion.
 - b. Action Item – Draft a statement to EPC that include a list of merits, concerns (summary of Grants Committee analysis), and a brief summary of the fiscal review and request input as to how best to proceed.
 - b. Workgroups
 - a. Formed a sub-workgroup to create a decision tree for the Tiered Approval Level process. (Deborah diCesare, Gary Huff, and Ruby Christian-Brougham)
 - c. Grants Committee 2013 – 2014 Goals – Reviewed and approved goals:
 - a. Refine database
 - b. Refine Internal Processes, to include:
 1. Tiered Approval Levels
 2. Grants Handbook

3. Tracking & Approval Forms

c. Refine website

- d. Discussed changing meeting date to accommodate teaching schedules; new day is Wednesday, same week and time (third week and 10 am)
- 4. Adjourned at 11:00 AM
- 5. Submitted by: Gary Huff
- 6. Date Submitted: August 28, 2013

Future Meeting Dates -

9/18, 10/16, 11/20, 12/18 @ 10:00am in the President's Conference Room