

## Grants Committee Notes – May 20, 2015

**Members Present:** Raul Castillo, Deborah diCesare, Sherri Rodriguez, Ellie Rabani, Marni Roosevelt, Xiaoyang Liu-Behlendorf, Nona Matatova, Alicen Vera, Helen Shrager

**Not Present:** Raul Gonzalez, Ruby Christian-Brougham

**Minutes:** Approved March 2015 minutes

### **Reports:**

- A. *IEC* – Continuing conversations around shared governance handbook and connection of the mission to college operations. A retreat is planned for June 9 from 9a-3p (open to all). IEC will finalize some of the discussions that have happened throughout the year and look ahead to next year. The PASS institutionalization plan was submitted by IEC.
- B. *EPC* – Sending out survey to look at how EMP connects to the work that we are doing on campus.
- C. *Grant Updates:*
  - a. *Goodwill Industries* submission did not come to fruition. It will be limited to contract education.
  - b. *Title 5* grant was submitted on Monday, May 18, 2015.
  - c. *Job Training/Accelerator* - Still needed more review rubrics to be submitted for Job Training GAP.
- D. Revised policy statement: Reviewed existing statement and feedback from EPC/IEC. GC proposed the following changes:
  - a. All grants should identify and provide specific benefits to the college, which are in alignment with the Mission Statement and Educational Master Plan
  - b. Grant submissions must follow the campus-approved grant process to address the effect on the college resources. Fiscal impact to any Unrestricted Funds or a significant operational impact to the college requires fiscal review as well as approval by EPC and IEC.
  - c. All grants should ensure collaboration in coordinating activities throughout implementation.
- E. Reviewed handbook statement regarding fiscal plan

### **Action Items:**

- A. Pod Cast Committee:
  - a. Ways to share what we do as a committee...suggested pulling in Dan Watanabe to consult or provide support to the committee...Show Me the Money presentation was recorded...can be edited and posted to website. Sherri – NIH podcasts. Santa Rosa College has a series of online training webinars.... screencast trainings in small chunks, post to YouTube and link to our website.
- B. Website:

- a. Alicen Vera and Xiao Liu-Behendorf provided feedback on current website structure (see feedback from March minutes)
- b. Alicen Vera has volunteered to manage grants committee website
- C. Workshop: April 24, 2015
  - a. 4 participants, presentation was recorded for archives and future use.
  - b. Recommended to repeat presentation during the August 27 open day.
- D. Other:
  - a. Discussed how committee might handle competing submissions from 2 or more department on campus for the same RFP.

**Next Meeting:** June 17, 2015 in the FRC @ 11:00am