

Grants Committee Minutes
January 17, 2012

Members Present: Deborah diCesare, Nona Matatova, Helen Shrager, Ellie Rabani, and Gary Huff.

Members Absent: Lennie Ciufu, Marni Roosevelt, Laurie Nalepa, Bobbi McDaniel, Raul Gonzalez, and Sheri Rodriguez.

Meeting called to order at 10:00 am

1. Minutes of Previous Meeting: Unable to approve without quorum.
2. Reports: Nona, Ellie, and Gary reviewed agenda for presentation at Chairs & Directors Committee meeting on 1/24.
3. Old Business (Action Items)
 - a. Handbook Feedback – Current draft has been reviewed by one faculty member with feedback that there is too much content to easily digest. Suggestion was made to split the handbook into two documents, focusing on “how to write a grant” and “internal processes”. Additional faculty readers are being sourced.
 - b. Grant Partnership Form – Based on feedback from Raul Gonzalez, the form has been shortened, by removing the Funding section. This form will be used when there is no money involved in the partnership. Additional considerations – We need to know if the partnership involves access to our students. Discussed adding in the Research Protocol question from the Grant Tracking Form.
 - c. Email Address– Discussed the possibility of a dedicated Grants Committee email address. Will revisit this at a later time.
 - d. Solicitation by Hanover Grants – LAVC has been approached by Hanover Grants to partner as external consultants in areas such as identifying funding opportunities, assessing institutional capacity, grant writing assistance, etc. This could be a way to expand our capacity for a potential US Dept. of Ed grant. Review materials sent out with agenda and send feedback to Deborah.
4. Public Agenda Speakers: None
5. Adjourned at 11 AM
6. Submitted by: Gary Huff
7. Date Submitted: January 17, 2012

Future Meeting Dates

2/21/12, 3/20/12, 4/17/12, 5/15/12, and 6/19/12

The meeting is scheduled from 10 – 12 in the Student Services Complex, 2nd Floor Conference Room