



Minutes

2014 Fall Meeting

September 11, 2014

9:00 a.m. – 12:00 p.m.

Cameron University, CETES Conference Center, Lawton, Oklahoma

Attendees: Deanna Brandt (UCO), Yolanda Carr (SWOSU), Nick Chan (UCO), Stephanie Clark (UCO), Curtis Cook (NWOSU), Beverly Endicott (UCO), Susan Evans (NSU), Mary Huffman (UCO), Linda Mason (OSRHE), Pam McDown (UCO), Tina Medlock (NSU), Robert Raab (OSU), Liliana Renteria (UCO), Sheri Shatswell (NSU), Gladys Skinner (SEOSU), D.J. Swepston (NSU), Rachel Waldrop-Holzhauser (UCO), Melissa White (UCO), 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 first semi-annual meeting of the Council on Grantsmanship and Research was held in the CETES Conference Center on the Cameron University campus. The meeting was called to order at 9:34 a.m. by Dr. Tony Wohlers, Chair.

I. Opening Remarks – Dr. Tony Wohlers, Chair

- a. Tony recognized the 10-year anniversary of the Council on Grantsmanship and Research.

II. Moment of Silence

- a. A moment of silence was observed in commemoration of 9/11.

III. Self Introductions

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

IV. Voting for Approval of Minutes from Spring 2014

- a. A motion was made by Ms. Mary Huffman and seconded by Ms. Rachel Waldrop-Holzhauser for approval of the minutes. The minutes were unanimously approved.

V. Old Business

a. Strategic Plan Accomplishments

1. Tony announced that all items in the plan have been accomplished; contact Tony to propose new items for the Strategic Plan.



VI. New Business

a. New Member Spotlight

1. Ms. Tina Medlock joined the NSU team on April of this year as a Coordinator for Grants and Contracts, as Ms. Nora Finnegan retired.
2. Dr. Yolanda Carr joined SWOSU on June 2. She was previously at the University of Arkansas, Ft. Smith where she started a sponsored research programs office. Yolanda mentioned she has served as a director for a Title III grant.
3. Ms. Deanna Brandt joined UCO on May 19 as the Director for Financial Services; Deanna has 15 year of experience in common education; she worked for OKC Public Schools where she oversaw the grants department.
4. Ms. Stephanie Clark started at UCO on August 25 as a grant accountant; she previously worked for the Oklahoma Department of Wildlife.
5. Mr. Nick Chan has been with UCO for a year as a grant accountant; this was his first CGR meeting.

b. Updates from each campus

1. NSU – Ms. Susan Evans reported that NSU is preparing for audit; her department is also setting up US Department of Education grants that are recurring; NSU is working on proposals with UCO, Tulsa Community College, and University of Arkansas; NSU submitted for the First in World grant. Ms. Kathi Schoonover-Redden and Dr. Tom Jackson are working on the preparations for Oklahoma Research Day; Oklahoma Research Day will be on March 13, 2015; Susan will ask Kathi to post something on the listserv about when the website will be available.
2. SEOSU – Ms. Gladys Skinner reported that President Sean Burrage started on July; SEOSU received a new award through the US Department of Education Strengthening Institutions Program and has recurring TRiO programs; SEOSU submitted for the GEAR UP competition and worked with the Choctaw Nation.
3. NWOSU – Mr. Curtis Cook reported that NWOSU is getting ready for the Student Support Services (SSS) competition; they are collecting the data; the Dean of Math and Sciences attended the pre-workshop offered by the US Department of Education in Washington, D.C., as he will be the one developing the proposal.
4. SWOSU – Yolanda reported that SWOSU only has an Upward Bound grant and plans to write for the SSS competition; the problem they have encountered is their data is not showing a need; Yolanda is trying to find new grant opportunities and is developing a journal of undergraduate research for her university.
5. UCO – Liliana reported that UCO received a Title III grant for \$7.8 million and is waiting to hear about the GEAR UP and First in the World submissions; UCO plans to write for the SSS competition; the Office of Research & Grants is working with different offices on campus to host a one-and-a-half day grant writing workshop.



Ms. Pam McDown reported 138 research assistantships were awarded this year and almost 100 RAs are associated with faculty projects; UCO has created an Office of High Impact Practices and has hired a director; UCO was selected as an NCUR 2018 finalist to host the national conference; UCO is in competition with Kennesaw State; the official presentation will be in October, and the bid will be awarded in November. Rachel reported 39 submissions to the Faculty On-Campus Grants Program of which 29 were awarded, totaling over \$120,000. Mary is working on hosting workshops through the College of Education and Professional Studies. Ms. Beverly Endicott announced recent awards from faculty in the College of Math & Science including a grant from NSF for a high performance computing center with a January 1 start date; Beverly has created a research newsletter published on the UCO website; Beverly will share the newsletter via email. Ms. Melissa White announced that UCO received an award from the VA for adaptive sports programs; UCO is waiting to hear on the Investing in Innovation (i3) grant.

6. OSU – Mr. Robert Raab mentioned OSU received a \$1.1 million grant for STEM teachers; there are 18 new faculty members working with research in his college; OSU will meet with the Choctaw Nation to discuss their college and career readiness programs and see how they can partner.
7. Cameron – Tony discussed the leadership change happening at Cameron; Cameron is waiting on responses for 2 NSF and 1 NIH submissions; Tony continues to make synergy across the three areas he oversees; one success has been the collaboration of students with faculty who receive ESPCoR grants; the Global Citizen Scholars Program has grown from 25 to 85 students, and he hopes to grow it to 120-140 students; Tony has offered workshops throughout the fall to continue culture change; the Oklahoma Undergraduate Research Journal will launch very soon; Mr. Tim O’Neil, editor, and is looking for section editors for the peer-reviewed journal.

c. Fiscal Year Grants Obtained: Grant Trends

1. Dr. Linda Mason discussed the 10-year grant trend of institutions of higher education (IHEs) in Oklahoma; in FY14, the total grant funds coming into the state totaled \$616 million; the regional universities have increased slightly; community colleges have increased dramatically in part due to their collaboration with comprehensive and regional universities; IHEs in Oklahoma have seen an increase of 33% in funds secured in the past 10 years.

d. Professional Development I: Enhance Research

1. Linda discussed the article titled, “Better Recognition for Multidisciplinary Research” by Elisabeth Pain. With the increasing emphasis on collaborations, one technique that is emerging is to have faculty document their collaborations on their CV or resume; faculty can feature the number of times he/she is cited in articles as well as the types of collaborations (e.g., seeding partnerships, community organizations, independent research institutes, national laboratories and/or corporations); Linda encouraged this technique to market faculty collaborations for both grants and with administrators.



- e. Professional Development II: Bring Annual Report
 - 1. Linda asked how many produce an annual report; 6 of the 7 institutions represented produce one and include the number of submissions. Another way to recognize collaborations may be to add collaborations in the annual report based on self-reports. Linda asked for us to send her a print copy of our FY 13-14 annual reports.

- f. CRA Exam
 - 1. Mary discussed her plans to take the Certified Research Administrator (CRA) exam; her college is paying the fee; the cost is \$375; the exam has 250 questions and you are given 4 hours to complete the exam; all body of knowledge links are on the website; a pretest is available on the website for \$50. Contact Mary to study.

 - 2. Susan mentioned there are 3 different categories – CRA; Certified Pre-award Research Administrator, and Certified Financial Research Administrator; you can maintain certification as long as you continue professional development; you will have to provide questions to add to the test; Susan recommended the NCURA book as a comprehensive study guide.

- g. OMNI Compliance Across the State
 - 1. Members discussed ways that they are assuring OMNI compliance; Susan is reading the circular and has forwarded it to her administration; Deanna said UCO's grant accountants are looking at compliance with the new circular; UCO is working on reducing duplicity in audit and how to meet the requirements not just from grant perspective but from a university perspective; UCO is using the OnBase system for workflow that will assist with inventory information; Curtis mentioned that the IDC can be a one-time request that can be extend for 4 years without renegotiation.

 - 2. All members in attendance were interested in a full day of administrative and financial training regarding the OMNI circular; Linda will work on coordinating the training in early December and will use the listserv to communicate.

VI. CGR Meetings

- a. The Spring 2015 meeting will be at Oklahoma State University in February.
- b. The Fall 2015 meeting will be hosted by East Central University in September.
- c. The Spring 2016 meeting will be hosted by Southwestern Oklahoma State University.

VII. News and Events

- a. 5th Annual Promoting Undergraduate Research Conference will take place on September 26, 2014 at the Presbyterian Foundation Conference Center; Dr. Beth Ambos, Council on Undergraduate Research (CUR) President, will be the speaker.
- b. Section editors are being requested for the Oklahoma Undergraduate Journal; please encourage your faculty to consider this opportunity.

VIII. Adjournment

- a. A motion to adjourn the meeting was made by Susan and seconded by Liliana. The meeting was adjourned at 11:23 am.