



Charter

Article I: Name and Purpose

Section 1: The name of this organization shall be the “Council on Grants and Research.”

Section 2: The purpose of the Council on Grants and Research is to offer support and resources to facilitate grant writing, standardize grant administration processes, and provide a forum for program review across institutions of higher education in the State of Oklahoma.

Article II: Membership and Meetings

Section 1: Full membership is open to all sponsored program officers at the regional universities in the State of Oklahoma. Full membership members have voting rights and the right to hold office.

Section 2: Affiliate membership is open to sponsored program officers at Oklahoma public/independent universities and community colleges, private universities as well as to emeritus members of the Council on Grants and Research and the Coordinator for Grant Writing and External Funding Assistance at the Oklahoma State Regents for Higher Education. Affiliate members do not have voting rights and cannot hold office.

Section 3: The Council on Grants and Research shall meet twice per academic year. An online meeting via Zoom or other electronic means is acceptable to count as a meeting, although in-person meetings are the default standard and preference. Specifically, the Council shall meet once in the respective spring and fall semester.

Section 4: Meetings of the Council on Grants and Research shall vary in geographical location as much as possible to allow members to explore different campuses and encourage connections across the state.

Article III: Officers

Section 1: The officers of the Council on Grants and Research shall include a Chair and Secretary. These officers shall be responsible for organizing the respective business meetings, recording minutes of the meetings, any social media presence, and maintenance of the organization’s ongoing business between meetings.

Section 2: The officers shall be selected based on the simple majority affirmation of the members present. If there is more than one person vying for an office, a ballot system shall be used. The terms of office of the Chair and the Secretary shall be for two years.

Article IV: Amendments

Section 1: Amendments to this Charter may be proposed by the Chair or a majority vote of the members present at any regular business meeting. Proposed amendments shall be ratified by a two-thirds majority of the members present.

Article V: Ratification

**Council on Grants & Research
for Oklahoma Universities**

Section 1: This Charter shall become effective upon its ratification by a majority of the membership present at any regular business meeting.

