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Minutes for the Grants Committee

Date and Time: Tuesday, March 6th at 3:30pm

Location: B-502

Presiding:

Present: Thomas Beachdel, Nancy Genova, Karin Lundberg, Petal Leu Wai See, Amanda Howard, Lourdes Torres, Moise Koffi, Vysacheslav Dushenkov

Absent: Mohammed Sohel, Jennifer Tang, Inzamamdeen Kassim, Denise Herrera

Guests: Professor Ernest Ialongo, Chair, Hostos College Senate

Minutes Prepared By: Amanda Howard

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| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Call to Order* Committee called to order at 3:40pm
 | * Discussed recommission of Grants Committee.
* Reviewed the mission of the Grants Committee as it is currently described in the Charter of Governance.
* Discussed amendment to charge of Grants Committee that is pending review and approval from Board of Trustees.
* Clarified that Grants Officer is indeed a voting member of Committee.
* Confirmed that 7 members are needed for quorum.
* Discussed committee roles and expectations.
* Discussed terms of service for Chair, which is 3 years. Secretary can serve on a rotating basis or max of one year.
* Members can make motions to amend, but each amendment must have a majority vote (providing you maintain quorum throughout the meeting).
* Discussed scheduling of next meeting, which will focus on the Committee’s next steps and strategies
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| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| * Nomination and Voting of Committee Chair and Secretary
 | * Held vote for Committee Chairperson and Secretary positions.
 | * Prof. Vyascheslav Dushenkov nominated for Chair and Amanda Howard for secretary. Both accepted nominations and were voted in unanimously by Committee.

Yes: 8 No: 0 Abstain:0 |
| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Acceptance of Agenda | n/a | n/a |
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| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Approval of Minutes  | n/a | n/a |