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Minutes for the Grants Committee

Date and Time: Monday, November 26, 2018

Location: Room A-507G

Presiding: Vyacheslav Dushenkov

Present: Thomas Beachdel, Petal Leu Wai See, Amanda Howard, Kelvin Pineda, Moise Koffi, Vysacheslav Dushenkov, Mohammed Sohel, Jennifer Tang,

Absent: Nancy Genova, Karin Lundberg, Ines Soriano

Guests: None

Minutes Prepared By: Amanda Howard

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| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Call to Order | Committee called to order at 10:15 am |  |
| Acceptance of Agenda | No changes to agenda as presented | Yes:8  No: 0  Abstain: 0 |
| Approval of Minutes | Review and approval of 10/1/18 minutes | Yes:8  No: 0  Abstain: 0 |
| Development Grants Director Search | Amanda Howard updated committee on vacancy posting. | None |
| Working Groups | Working groups discussed progress and next steps | **Funding opportunities:** Professors Beachdel and Tang members will disseminate funding opportunities to faculty as they arise.  **Editing/Proofreading:** Professor Koffi will review and edit proposals from faculty should they indicate so.  **Budgeting**: Ms. Howard and Professor Dushenkov will review budgets from PSC-CUNY proposals if received. |  |
| Report on current grants and workshops | Amanda Howard provided an update regarding the current grants portfolio (administered by RFCUNY) at Hostos as well as proposals submitted. Also discussed were the PSC-CUNY Technical Assistance Workshops. | None |
| Next Steps | Discuss the need to engage with the College administration on the role of Grants Committee in overseeing grants and update on search for Development Grants Director.  Also discussed was the possibility of offering a Research Compliance workshop during the spring semester on RCR, COI and HRPP. | The Committee will arrange a meeting with the Administration during the spring semester. |
| The meeting adjourned at 11:00 am. |  |  |