Present: Mimi Coughlin, Jean Gonsier-Gerdin, Kimberly Gordon Biddle, Diane Lee, Frank Lilly, Deidre Sessoms, Bill Vicars

1. Reviewed minutes from meeting on October 28
   - Correct omission—Our last meeting of 2014 will be Tuesday, Dec. 16

2. Clarification about our membership
   - 14 total committee members (3 undergraduate faculty, 3 teaching credential faculty, 3 GPSE faculty, 1 EdD faculty, 3 student dept. representatives, and 1 staff person)
   - Still need student representatives from credential and undergraduate depts. and one more representative from the GPSE faculty.

3. Grants/funding workshop that Deidre, David and Sonya from UEI are going to put together for us.
   - Is there a January COE retreat to hold grants/funding workshop to tag onto it. Even if there is not retreat, could advertise and have a half-day on January 22nd or 23rd.
   - Make it more targeted at specific big research grant opportunities (IES/NIH/NSF grants) that are available during the next year
   - Is there a pot of money to provide incentive to encourage people to attend?
   - Have each group end up at the end of the workshop with a work plan with deadlines and individual assignments and when they’re going to meet next
   - Pre-selected to be put into groups and given assignments, created, and shared what they created (i.e. project that they could feasibly do that aligned with their interest and that year’s topic)
   - Can ask faculty for their recommendations on what grants to focus on/ask faculty in each program which grants they’ve applied for or that are popular in their programs
   - Have laptops so people could sign up SMARTS
   - Alternative table where people can talk to someone about smaller internal grant programs on campus

David and Deidre are planning to talk with Vanessa about research efforts and grant applications—Deidre can represent our committee during this meeting (Chair’s meeting on Dec. 2)

What are our committee recommends for Deidre to share at this meeting:
   - Targeted research grant opportunity
   - Incentives—lunch, money, drawing for pot of money or an Ipad
• 1. 5 to 2 hours
• January 22 or 23, need to find out if retreat and if there are other conflicting meetings
• Need to ask faculty to get ideas about grant areas interested
• Disseminate to other colleges in health and human services field (may not be favorable if incentives are involved)

What are our goals for the workshop:
• Knowledge of targeted grant sources
• Find collaboration partners with different skills—put together a team to work on a particular grant,
• Not just talking—each group at the end of a period of time has a work plan for a specific RFP—deadlines, individual assignments, when will get together again to share what have done

3. Brown Bag Series
• Pursue partnering with EdD—Kathy, Jean and Diane can further discuss with Julian to partner with EdD

4. Scheduling meetings for Spring Semester
• Change meetings to the first Thursday of the month at 11:00 am
• Need to check to see if there are any other meetings, which occur regularly at this time?
• Could have Brown Bags after our meetings.

5. New COE protective writing group
• How can our committee support?
• Contact Amber, Anna and Sue H. to discuss how ERI could support
• We want to acknowledge this is occurring and support the project

6. Bill Vicars will be the ERI representative to TAC, 4th Thursday 11 to Noon