SSI FEE BOARD MINUTES | AUGUST 25, 2014

DETAILS

Minute Taker: Cassidy Radloff and Kim Helm
Timekeeper: Cassidy Radloff
Present: Jen Christion Myers, Kim Helm, Danielle Marias, Maia Penchansky, Jesse Pettibone, Nicholas Silva, Cassidy Radloff, Brandon Trelstad
Absent: Emily Bowling, Andrew Futerman, Patrick Mahedy

AGENDA

Director’s Report, presented by Jesse Pettibone (5:00-5:10)
Research Grant Update, presented by Kim Helm (5:10-5:20)
Grant Application Materials, presented by Kim Helm (5:20-6:00)
Eco Rep, presented by Brandon Trelstad (6:00-6:10)
Fee Board Chair Transition, presented by Cassidy Radloff (6:10-6:20)
Standards Discussion, presented by Cassidy Radloff (6:20-7:00)

MINUTES

DIRECTOR’S REPORT – 5:00 TO 5:10 PM

DISCUSSION

• SSI staff are taking inventory of the Student Sustainability Center (SSC) for the move to the Student Experience Center (SEC)
• Staff created Chinook Book OSU App-resource pages
• Last week we hosted our staff meeting at the Oak Creek Center for Urban Horticulture and volunteered in the garden there

RESEARCH GRANT UPDATES – 5:10 TO 5:22 PM

DISCUSSION

• Juliet Sutton has not received IRB approval, she requested an extension of her OSU Food Pantry Research Grant for December 15, 2014.
  ▪ She has not had any feedback from IRB
  ▪ She has not logged any hours as of yet
• Anna Kelly’s IRB was approved; she is on track with the Carbon Calculator project
• Virginia Gouw requested extension for the Apple Pomace Research Grant until September 12, 2014
• Nick Jursik is on track to finish on time the Recovering Plastics project. He has 60 hours left.

DECISION(S)

• Grant Juliet Sutton a no-cost extension until December 15, 2014.
Unanimously approved

• Grant Virginia Gouw a no-cost extension until September 12, 2014.
  o Unanimously approved

**GRANT APPLICATION MATERIALS – 5:22 TO 6:06 PM**

**DISCUSSION**

• Grant general information sheet to be used for dissemination at tabling events, SSI events, etc.
• Common Application:
  o Each grant program has a separate guidelines sheet
  o Learning objectives are highly stressed so students can better understand the program goals.
  o We hope to encourage students to see the grant programs as an opportunity for them to give back and impact the community.
  o Suggestion was made to have different budget templates for each grant program in the application

• Emily Bowling is looking into whether E-campus students pay student fees and are therefore eligible for funding.
• Kim Helm created an overview sheet that can serve as the Grants web page
• Amount of work we are requiring of our applicants- is it reasonable?
  o Yes for Research and Project, not for Professional Development grants
  o We don’t want to discourage people from applying by requiring attendance at application workshop
  o We could ask participants for feedback about how helpful the session was and use it to advertise for next year

• Grant Application Orientation
  o Kim Helm will organize sessions for interested applicants to learn about the application process. It will be an opportunity to anticipate the red tape, and other possible obstacles, discuss details and necessary timelines
  o No orientation needed for Professional Development Grants because they are ongoing
  o Two orientation dates for each cycle of grants (one daytime, one evening)

**GRANT TIMELINE – 6:06 TO 6:10 PM**

**DISCUSSION**

• We will need to discuss the role of the faculty review committee
• Project and Research Grant deadlines will be the same
• Factoring in the move to the SEC in the deadline and review timeline

**DECISION(S)**

• Application will be available in October
• Deadline for Research and Project Grants December 14, 2014
• Review session on January 4, 2015
• Notification of Awards by January 11
DISCUSSION

- Role of Eco Reps
- Restructuring of Eco Reps next year?
- Other funding possibilities
  - Funding by different departments may be lopsided
- SSI requests Quarterly fiscal reports

Other Business – 6:45 – 7:05

- Policy on late applications
  - **Decision:** No late applications accepted; Partial funding will be allocated for rubrics score (60-80); Below 60 = no funding
- Partnerships vs. Multi Year Funding
  - **Decision:** further discussion
- Maximum amount of money for one student to receive each year
  - **Decision:** Professional Dev. as part of job should be fully funded
- Summer grants after graduation
  - **Decision:** needs further discussion
- For next meeting:
  - Group Professional Development Grants
  - Faculty advising board for grant reviews
  - Incomplete applications?
  - Supplemental interviews/questions?

NEXT MEETING –

DECISION

- The next meeting will be on Tuesday, September 2 from 5:00 PM to 7:00 PM at the Student Sustainability Center.