Grants Committee Minutes

January 17, 2018 | Abdul Ladha Room 104

Meeting called to order at 5:00 PM

Present:

VP Finance Ryan Lou
AVP Finance Alyssa Yong
Biochemistry Representative Sean Jeong
Microbiology & Immunology Representative Arshdeep Ganda
Physics Representative Shawna Narayan
Science One Representative Amir Moradi
Member-at-Large Fatum Bahamdun
Member-at-Large Ingrid Mo

Regrets:

Biology Representative Esther Kim
Statistics Representative YuMing He

Biological Sciences Society ($ 600.36)

Membership 5% (5/5)

\[
\left(\frac{\% \text{ of official Science Students} - 60\%}{40}\right) \times 5 = \frac{(100-60)}{40} \times 5 = 5
\]

- No major/faculty

Events 20% (10.5/20)

- Variety of Events (5/10)
  - All social events placed into one category with no specific examples or details
  - Life Science Research Night is mostly a URO-run event and thus, does not really emphasize BIOSOC’s contribution research initiatives
  - \(5 + 5 + 4 + 4 + 6 + 5 \div 6 = 5\)

Collaborations (1.5/5)

- Does not specify which departmental clubs they collaborated with
  - \(0 + 0 + 0 + 2 + 3 + 3 \div 6 = 1.5\)

Appeal to (Non) Members (4/5)
Most science students are aware of the club; shows successful advertising efforts
- Exam packages are very helpful to all students taking BIOL courses e.g. BIOL200
- 5 + 3 + 4 + 4 + 3.5 + 3.5 /6 = 4

Rationale 40% (27/40)

Format (3/5)
- No bold font as headings, or indents for paragraphs
- Overall format is not too bad due to listing with letters e.g. A,B,C
- 3 + 3 + 3 + 3 + 3 + 2.5 /6 = 3

Grammar/Mechanics (2/5)
- Spelling errors/typos, missing letters; evidence of lack of proof-reading, lack of spaces between words
- 0 + 1.5 + 3 + 2.5 + 2 + 2 /6 = 2

Goals/Purpose (8/10)
- Goals are not words very clearly but are still well-described with detail
- Already a well-established club holding several popular events
- Slight overlap in their goals
- 7.5 + 8 + 8 + 7.5 + 7.5 + 8 /6 = 8

Beneficial to Science Students (14/20)
- Most science students require BIOL courses except for few specializations and thus, exam packages are helpful
- However, most exam package sales appeal to only first year science students and not upper-year science students, thus, not appealing to ALL science students
- Life Science Research Night appeals to all science students regardless of specializations – however, this event is mainly organized by URO
- Application could have described social events in more detail to emphasize benefits to all students; not as appealing to students not in life sciences
- 12 + 10 + 17 + 17 + 15 + 13 /6 = 14

Budget 30% (10.5/30)

Aim for Zero Budget (0/5)
- Deficit of 10% and not aiming for zero budget ($500+ aim)
- 0 + 0 + 0 + 0 + 0 + 0 /6 = 0

Detailed (3.5/10)
- Not a well-organized format, used Word document (instead of an expected spreadsheet)
- Did not include this grant in the budget revenue
- Missing certain course packages in the budget
- Did not specify details for each expense e.g. details on merchandise sales
- \[4 + 3 + 3 + 4 + 3 + 4 / 6 = 3.5\]

Reasonable Expenses (7/20)
- Assuming that all students taking certain BIOL courses will buy exam package (not reasonable)
- $18 per exec is unreasonable for food expenses for a meeting
- Over-estimated revenue for course packages
- \[1.5 + 5 + 10 + 10 + 7 + 7 / 6 = 7\]

Total: \((5 + 10.5 + 27 + 10.5)/100 \times 1200 = 600.36\)

**UBC Third World Eye Care Society ($948.00)**

- *Note: 1x ABSTAIN – executive in club

Membership 5% (3/5)

\[
\left(\frac{\text{% of official Science Students} - 60\%}{40}\right) \times 5 = \frac{(82.35-60)}{40} \times 5 = 3
\]

Events 20% (17/20)

- Monthly/weekly volunteer events, info nights, networking events, future gala
- Great variety of events
- \[10 + 9 + 10 + 10 + 10 / 5 = 10\]

Collaborations (3/5)
- Pre-optometry Club and Vision Club
- Both collaborations align well with club’s goals but other collaborations would improve this section of evaluation and increase marketing
- Indicate potential partnerships (e.g. Biology) but limited pool due to specific focus
- \[4 + 3 + 2.5 + 3 + 3.5 / 5 = 3\]

Appeal to (Non) Members (4/5)
- Appeal to non-members due to volunteer opportunities with a charitable cause
- More targeted towards students interested in optometry and less appeal for students interested in physical sciences
- Volunteer opportunities not restricted to life sciences students
- \[4 + 3.5 + 4 + 4 + 4 / 5 = 4\]

Rationale 40% (30.5/40)

Format (5/5)
Clear paragraph formats but no line spacing between paragraphs (although indents were used)
- $5 + 4.5 + 5 + 5 + 5 / 5 = 5$

Grammar/Mechanics (4.5/5)
- Some minor grammar mistakes e.g. “After being part of” (correction: a part of); “an SUS club” (correction: a SUS club)
- $4 + 5 + 4 + 4.5 + 4.5 / 5 = 4.5$

Goals/Purpose (7.5/10)
- Did not dedicate a full section of description into explaining their goals; only one clear goal of donating glasses
- Indicates recent establishment of club and desire to reach out to more students (e.g. obtain more volunteers for events)
- Goals are not clearly stated/identifiable
- Indicates possible collaborations with other clubs
- $6.5 + 7.5 + 8 + 8 + 8 / 5 = 7.5$

Beneficial to Science Students (13.5/20)
- Promote eye care and engagement with community through a charitable cause (general benefit to global community)
- Not necessarily beneficial to science students other than opportunities for volunteering and networking
- $15 + 12 + 13 + 13 + 15 / 5 = 13.5$

Budget 30% (28.5/30)
- Aim for Zero Budget (4.5/5)
  - Higher than 0 aim, although majority of surplus is from grant
  - The aim for the club is to be a net zero budget, since additional surplus will be donated and/or help grow the club
  - Newer clubs should have a small surplus in order to grow the club
  - $5 + 4.5 + 5 + 4 + 4 / 5 = 4.5$

Detailed (8/10)
- Not well-formatted
- Includes notes but could have been more itemized (more breakdown) and specify expenses for each category/event
- $8 + 7.5 + 8 + 9 + 7.5 / 5 = 8$

Reasonable Expenses (16/20)
- Already has enough income that this grant is not necessary in order to sustain club and their events (although a small surplus will be beneficial to maintaining and growing this club)
- Assumed that they will receive the full grant of $1200 (should not have over-estimated); often estimated based on previous years but this club is new
- $15 + 18 + 15 + 17 + 15.5 / 5 = 16$

Total: \((3+17+30.5+28.5)/100 \times 1200\) = $948.00

Undergraduate Research Opportunities ($XXX.XX)

Membership 5% (1/5)

\[
\frac{\text{(% of official Science Students - 60\%)}}{40} \times 5 = (67.86 - 60)/40 \times 5 = 1
\]

Events 20% (X/20)

- Mostly academic events (research), not many social events
- Very research-oriented events with lack of other variety but this is the main purpose of this club
- Biggest event is REX and coordinate socials for mentor-mentee groups
- \(9 + 6 + 8 + 8 + 7 + 10 / 5 = 8\)

(To be continued on January 24, 2018)

Meeting Adjourned at 6:02 PM