Grants Committee Minutes

January 31, 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
- Physics Representative: Shawna Narayan
- Science One Representative: Amir Moradi
- Statistics Representative: YuMing He
- Member-at-Large: Fatum Bahamdun

Regrets:

- Biology Representative: Esther Kim
- Microbiology & Immunology Representative: Arshdeep Ganda
- Member-at-Large: Ingrid Mo

Saman Fouladirad ($300.00)

- Opportunity is limited to only a few exceptional students; only accept a limited number of students to present at this research conference
- Shows long-term interest in field of research/study
- $420 for 2 hotel nights seems reasonable
- Budget is not very detailed/specific
- 5x YES

Microbiology and Immunology Students’ Association ($1008.00)

Membership 5% (5/5)

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

Events 20% (14/20)

- Variety of Events (7.5/10)
  - Many social events, not many academic events (other than mentorship opportunities)
  - Variety of events within the social category
- $6.5 + 8 + 7 + 9 + 6 + 7.5 / 6 = 7.5$

Collaborations (2.5/5)

- Did not specify collaborations in their event descriptions
- Do not describe upcoming events in much detail
- $2.5 + 3 + 2 + 2 + 2.5 / 6 = 2.5$

Appeal to (Non) Members (4/5)

- Many social events that allow all science students to attend
- Only some events are academically-oriented
- $4 + 4 + 4 + 4 + 3 / 6 = 4$

Rationale 40% (32.5/40)

Format (5/5)

- Good formatting, consistent with formatting
- Very good breakdown with header for explanations
- $5 + 5 + 5 + 5 + 5 / 5 = 5$

Grammar/Mechanics (5/5)

- A few grammar mistakes, though most of it is well-written
- $4 + 5 + 5 + 5 + 5 / 5 = 5$

Goals/Purpose (7/10)

- Goals are very broad; they do not go in detail about how they will realize their goals (e.g. to plan and execute a wide range of events etc.)
- Did not focus on a large major-wide goal (e.g. a goal that relates to / benefits all Microbiology students)
- $8 + 6 + 7 + 7 + 8 / 5 = 7$

Beneficial to Science Students (15.5/20)

- Certain events e.g. “learning how cheese is made”
- Wide range of events listed in budget section but not detailed in the rationale section; only a brief paragraph about how they engage other science students other than MBIM students
- Lounge and events are open to everyone but only clearly beneficial and accessible to MBIM
- $17 + 15 + 15 + 15 + 16 / 5 = 15.5$

Budget 35% (32.5/35)

Aim for Zero Budget (5/5)

- Aiming for a slight surplus but seems necessary after taking into revenue and previous surpluses from previous years
- 4.5 + 5 + 5 + 5 + 5 /5 = 5
  Detailed (10/10)

- Very detailed with a good breakdown e.g. each food item is listed out
  - 10 + 10 + 10 + 10 + 10 /5 = 10

Reasonable Expenses (17.5/20)
- Most expenses seem to be within a reasonable range
- Similar to previous year’s budget/expenses
  - 18 + 17.5 + 20 + 15 + 16 /5 = 17.5

Total: (4.5+14+32.5+32.5)/100 * $1,200.00 = $ 1008.00

**UBC Women in Science ($ 417.00)**

Membership 5% (4.5/5)
- \[ \frac{\text{% of official Science Students} - 60}{40} \times 5 = (97.67-60)/40 \times 5 = 4.5 \]

Events 20% (14.5/20)
  - Variety of Events (6.5/10)
    - Mostly academic events, although there are a variety of academic events e.g. Meet a Mentor, Professional Development
    - 8.5 + 6 + 6 + 6 + 6 /5 = 6.5
  
Collaborations (3.5/5)
- They do not mention or specify a lot of future collaborations, although they have collaborated with URO, MBIM in previous year
  - 3 + 3 + 3 + 3.5 + 4 /5 = 3.5

Appeal to (Non) Members (4.5/5)
- Organizations like this really foster connections between women in industries and professional careers as well as students
- Does not prohibit males from joining but does not include males in the mission statement
  - 5 + 5 + 3.75 + 2.5 + 2.5 /5 = 4.5

**Rationale 40% (24.5/40)**

Format (5/5)
- Very easy to read, well-spaced
  - 5 + 5 + 5 + 5 + 5 /5 = 5
Grammar/Mechanics (4.5/5)
- Spelling errors (e.g. spelled “membership” as “memebership”)
- \[4 + 4.5 + 5 + 5 + 5 / 5 = 4.5\]

Goals/Purpose (9/10)
- Describes future visions (not only focused on short-term goals)
- Clearly outlined goals, long-term and short-term structured goals with 3 pillars; clearly shows that they
- \[8 + 9 + 10 + 10 + 8 / 5 = 9\]

Beneficial to Science Students (16/20)
- Mentorship program is beneficial to undergraduate female students
- Professional development program so any faculty can benefit from this organization
- Not necessarily beneficial to males as they main support female students
- \[20 + 15 + 14 + 15 + 15 / 5 = 16\]

Budget 35% (16.5/35)
- Aim for Zero Budget (0.5/5)
- Large surplus of $956; income is higher than expenses by ~30% (quite high)
- With this grant, they will have an even greater surplus
- \[0 + 0 + 2 + 1 + 0 / 5 = 0.5\]

Detailed (5/10)
- Give a breakdown of different costs but do not give a detailed explanation on types of food or miscellaneous expenses
- \[5 + 5 + 5 + 5 + 5 / 5 = 5\]

Reasonable Expenses (11/20)
- Seems to be a low estimate for expenses, may be due to reliance on sponsorships (unreasonable to assume that sponsorships will provide enough fund)
- Food costs appear to be low estimates
- \[10 + 10 + 12 + 12 + 12 / 5 = 11\]

Total: \[(4.5+14.5+24.5+16.5)/100 \times 1,200.00 = 834.00 \times 0.5 = 417.00\]

As Women in Science only requested for $250.00, the initially decided upon amount of $834.00 has been cut in half to $417.00.

UBC Pre-Optometry Club ($100.00)

Membership 5% (3/5)
\[
\left(\frac{\text{brick}}{\text{of official Science Students} - 60}\right) \times 5 = \frac{(85.71 - 60)}{40} \times 5 = 3
\]

As Pre-Optometry Club only requested for $30.00, the Grants Committee has decided to allocate $100.00 to make up for a deficit of $40.

Meeting Adjourned at 6:00 PM