

September 2014 Executive Report

From the Office of Internal Affairs

Date: 09/15/2014



Upcoming Events & Deadlines

Application Deadlines

- Group Travel Grant application due on September 19th, 2014
- Internship Travel Grant application due on September 19th, 2014
- TEA Fall nominations open September 29th, 2014
- Graduate Research Support Program applications due on October 15th, 2014
- Jumpstart applications due October

Training Dates (all training sessions will be held in CPCOM 120)

- Travel Package training session: October 6th from 4:30-6 pm
- Research Training Sessions:
 - October 7th from 3:30-5 pm ([RSVP Link](#)) AND
 - October 8th from 6pm-7:30pm ([RSVP Link.](#))
- Teaching Excellence Award Training sessions:
 - October 20th from 2pm-3:30pm ([RSVP Link](#)) AND
 - October 21st from 4:30-6pm ([RSVP Link](#))

Action Required

IA related Actions Items

- Please encourage your constituents to:
 - Apply for the Internship and Group Travel Grants
 - Apply for the GRSP and Jumpstart grants
 - Volunteer with GPSA! They can use the following link to sign up - <http://gpsa.asu.edu/volunteer/>.

Sun Devil Athletics Action Items

- We encourage each of you to like the **Inferno** Facebook page ([Facebook.com/InfernoInsiderASU](https://www.facebook.com/InfernoInsiderASU))
- Blackout Game is THIS THURSDAY! ASU vs UCLA 09.25.14 @ 7m (SPREAD THE WORD!!)

Internal Affairs Committee Meeting Minutes

Meeting date: Friday, September 12th at 9am

Members Present: Amelia Topper, Irfan Kula, Bobby Abdallah, Peter Krehbiel, Owen McKenna

Members Absent: Mustafa Demir

Date & Time of Next Committee Meeting: Will be decided based on the availability of committee members.

Provided an overview of the IA office and the funding programs overseen (e.g. GRSP, Jumpstart, TEA, Centennial Award, and co-ownership of the Travel Program).

Discussed and brainstormed marketing strategies for the upcoming year.

Executive Report

- Internal Affairs Office

Travel Package Training Sessions

- Updated the Peer Reviewer Training Manual
- Created new rubrics for scoring all travel grant applications. Criteria consists of Travel Purpose, Budget, and Service.
- Revised the service criteria to reward both service to GPSA as well as the community.
- Blackboard Travel Package Training Site created.
- First Travel Package Training Reviewer Session held on September 6th
50 in person and 13 online participants.
Session was recorded and the link shared on Blackboard. Reviewers can watch it anytime for a refresher.
- Feedback collected after the review session.
95% of the respondents found the training helpful.
100% of the respondents feel prepared to review.
- Second Travel Package Training Reviewer Session was held on September 10th
16 in person, 3 online participants.
- Feedback collected after the review session.
100% of the respondents found the training helpful.
100% of the respondents feel prepared to review.

GRSP

- Met with Heidi Scheier and Debra Crusoe on August 29th to update the GRSP grant procedures.
Discussed and updated grammatical changes to website.
Discussed ways to market the programs
Inclusion of Heidi and Debra in the graduate training sessions
Proposed changes to the grant:
 - Will now reimburse per diem meals cost incurred during travel for data collection
 - Recipients have to serve as peer reviewers and participate in GRAD Week
 - Equipment purchases are prohibited (e.g. laptops, camera, etc.)
 - Preference will be given to software purchases
 - Move funding **cycle to the Spring** starting academic year 2015-2016
 - Summary report now due on May 1st

Volunteers

- 248 volunteers; 65% PhD, 35% Masters and Professional Degree
- 88% Tempe, 10% Downtown Phoenix, 4% West and 1% Poly
- 80% of volunteers never reviewed before.
- Each volunteer received two emails after they volunteered; first the welcome message and their assigned volunteer task.
- The total number of emails sent and received since August 1st is, **1,650**.
- Breakdown of GPSA Volunteer Assignments:
 - International students = 42
 - New programs = 47
 - Advocacy = 36
 - Awards = 98
 - Events = 74
 - Grants = 126

Sun Devil Athletics Operations Board:

**** ALL students receive admission into all athletic games at no extra cost!

Below is an update from the Sun Devil Athletics Operations Board

Game Day Ticketing Procedures

- Special Process for UCLA game (September 25th)
 - Soft opening 8:00am-8:30am, getting students inside the arena
 - Tickets will be distributed at 9:00am, hopefully clearing out by 10:00am
 - West, Poly: Reserve a spot on the Game Day shuttle by Tuesday (September 23rd) at 5pm, 200 tickets will be reserved for each campus
 - Downtown: Register for a tickets online
 - Have to get their tickets between 4:30pm and 6:30pm
- Overall Changes based on last game
 - Added security: for line jumpers and safety concerns
 - More water stations set up outside
 - More signage
 - Guest passes, graduate students, etc.
 - 1 student, 1 ID
 - last week with students bringing friends ID to get them tickets

Athletics Research Grant

- The Office of Internal Affairs is assisting with the development of this research grant program.
- Director of IA and VP of IA met with Safali Evans, Assistant Vice President of EOSS, to discuss the grant process. The following is an outline of the discussion. Please note that these are only proposals and in the preliminary stages.
 - Broad purpose of the research grant is to support both graduate and undergraduate students' scholarly endeavors in areas applicable to athletics (sports medicine, kinesiology, nutrition, nursing, traumatic brain injury, etc).
 - 10 grant prizes of \$5,000 will be awarded each year.
 - It was proposed that the IA office incorporates the grant management process given the established research grant procedures (peer review process, peer-review volunteers, etc.)
 - Asst. Director of Graduate & Undergraduate Research
 - Chair SDA Ops Board Grant Committee
 - Hold a focus group to discuss the current needs of students conducting research in athletic related areas. Participants would include Grads, and undergrads from areas like Barrett and SOLS.
 - Discussed displaying recipients work in newly renovated Stadium.
 - Will meet next to discuss the process and timeline.