

October 2014 Executive Report

From the Office of Internal Affairs

Date: 10/19/2014



Action Required

IA related Actions Items

- Reviewers NEEDED!! Please spread the word to your constituents.
 1. Research Grants
 - Training is available on BlackBoard
 - 1-2 hours for BB materials and 1.5 hours for training session recording.
 - Submit your ASURITE user name to http://bit.ly/BB_Research
 2. Teaching Excellence Awards
 - Training is available on BlackBoard
 - 1-2 hours for BB materials and 1.5 hours for training session recording.
 - Submit your ASURITE user name to http://bit.ly/TEA_ASURITE
- **Volunteer with GPSA!** Link to sign up - <http://gpsa.asu.edu/volunteer/>

Internal Affairs Committee Meeting Minutes

Meeting date: Friday, October 17th at 10AM

Assembly Members Present: Nedim Yel, Bobby Abdallah, Peter Krehbiel, Mustafa Demir, Chun Tao, Sultan Kilinc

Assembly Members Absent: Amelia Topper, Irfan Kula, Owen McKenna

Description/Minutes of Committee Meeting

- Discussion centered around marketing and updating the Funding section of the GPSA website.
- Discussed ways to improve this section of the website by 1) highlighting some of the previous recipients on the main funding page, 2) organizing over 50 Travel Grant Log submissions by program/department/conference, etc.
- Brainstormed ways to make the funding information that is currently on the website more accessible and visually appealing.
- Created two working groups: 1) Travel Grant Log Group 2) Website Update Group
- Agreed upon weekly updates and completing the tasks by the next meeting.

Date & Time of Next Committee Meeting:

- Friday November, 21st @ 10AM -Noon in the Tempe GSC Conference Room

Executive Report

- Internal Affairs Office

Training Sessions

- 3 Travel Package training session were given
- 2 Research Training session were given
- 2 Teaching Excellence Award training session were given
- Travel Grant Writing Workshop October 20th @ 3pm
 - 20 RSVP
- Internship Reimbursement Workshop October 27th @ 3pm
- Training received on how to use GPSA adobe connect account (<https://connect.asu.edu/gpsa>)

Travel Package

Individual Travel Grant

- See VP PD Exec Report
- Travel grant logs are being collected
 - 95% response rate
 - Selected logs will be featured on GPSA's website

Group Travel Grant

- Nimble-Net is not customized for Group Travel
 - Each application is converted to a word document
 - Dropbox folder created for each reviewer and shared with the reviewer
 - Each application is reviewed by 6 reviewers
- 2 applications received in the first cycle and 1 was funded
- 3 applications received in the second cycle and they are currently under review
 - At least 5 reviewers are reviewing these applications

Internship Travel Grant

- Nimble-Net is not customized for Internship Travel
 - Each application is converted to a word document
 - Dropbox folder created for each reviewer and shared with the reviewers
 - 3-7 applications are assigned per reviewer
- 64 eligible applications received
 - 11 applications were not completed
 - 64 applications were reviewed by at least 4-5 reviewers
- 44% of the applicants were funded

Feedback

- Each reviewer received feedback about how their ratings compared to other reviewers
- 96% of the respondents found the feedback helpful

GRSP & Jumpstart

- GRSP Applications were due on October 15th
 - We received 103 applications. 70% increase compared to the previous year
 - Applicants are requesting over \$180,000

Reviewer Training

- Updated the Peer Reviewer Training Manual
- Updated new rubrics for scoring research grant applications
- Blackboard Research Grant Training Site created
- First Research Grant Training Reviewer Session held on October 7th
 - 38 in person and 6 online participants
 - Session was recorded and the link shared on Blackboard
- Feedback collected after the review session
 - 90% of the respondents found the training helpful
 - 100% of the respondents feel prepared to review
- Second Research Grant Training Reviewer Session held on October 8th
 - 26 in person, 7 online participants
- Feedback collected after the review session
 - 100% of the respondents found the training helpful
 - 100% of the respondents feel prepared to review

Teaching Excellence Award

- Created a Teaching Excellence Award Committee and appointed two Assistant Directors of Excellence (voluntary positions), Mustafa Demir and Vera Coleman.
- Held 2 committee meetings October 10th and 17th. Next meeting on October 24th.

TEA Marketing & Nomination

- TEA nomination opened on September 29th and closed October 17th
 - Advertised TEA to undergraduate students, graduate students, support staff, faculty, and graduate TA coordinators. Reached more than 600 people. 10% of the visits to the Nomination Form came from GPSA's website.
- Record number of nominations (146)! 95 unique nominations.
 - 82% Tempe courses
 - 8% Downtown Phoenix
 - <1% Polytechnic
 - 10% ASU Online Campus

TEA Peer-Reviewer Training

- Updated the Peer Reviewer Training Manual
- Updated rubrics for scoring TEA nominees
- Created a TEA rubric for evaluating Online Instructors
- Blackboard TEA Training Site created
- TEA Reviewer Training Sessions held on October 20th and 21st
- *Reviewers needed for Teaching Excellence Awards!*

Volunteers

- 328 volunteers; 60% PhD, 40% Masters and Professional Degree
- 87% Tempe, 10% Downtown Phoenix, ~4% West and ~1% Poly
- 76% of volunteers never reviewed before.