

University Mini-Grants and Summer Stipends (UMGSS) Committee Report

Report Date: August 21, 2025

Respectfully Submitted by: Hsiangling Sharon Teng, PhD, PT

Committee Chair:

Hsiang-Ling Sharon Teng (Physical Therapy)

Committee Vice Chairs:

Selena Nguyen-Rodriguez (Health Science)

Kent Hayward (Cinematic Arts)

Summary of Awards Administered:

During AY 2024-2025, the UMGSS Committee evaluated and distributed the following awards:

- **Mini Grants:** 10 applications, 6 awards
- **Summer Stipends:** 68 applications, 36 awards
- **CBA 20.37 Awards:** 54 applicants, 27 awards

Committee Members and Responsibilities

For the Mini Grants and Summer Stipends, each application was independently evaluated by three committee members from outside the applicant's department to ensure impartiality. Results from prior college-level reviews (College Review Committee, College Review Committee Chair and College Dean) were made available to the committee for reference. Each UMGSS committee member rendered a decision of Approve or Not Approve application for award. The applications were subsequently ranked accordingly to the total number of approvals received.

For the CBA 20.37 Awards, the committee was divided into four evaluation groups. To promote diversity and avoid conflicts of interest, reviewer assignments were shuffled to ensure that no applicants were evaluated by members of their own departments. Each group reviewed 13 to 14 applications. Committee members scored each application on a scale of 1 to 4 (4 = highly recommended; 3 = recommended; 2 = acceptable; 1 = not acceptable) and were asked to provide comments to justify their evaluations. When score discrepancies greater than one point occurred within a group, a meeting was convened to discuss and reconcile the differences before submitting final scores. For each application, the average score and standard deviation were calculated, and applications were subsequently ranked based on these results.

Group 1 reviewers:

- Araceli Gonzalez (CLA) – Psychology
- Paula Hao (COB) – Accountancy
- Christine Whitcraft (CNSM) – Biological Sciences
- Kent Hayward (COTA) – Cinematic Arts

Group 2 Reviewers

- Teresa Wright (CLA) – Political Science
- Selena Nguyen-Rodriguez (CHHS) – Health Science
- Darren Johnson (CNSM) – Biological Sciences
- Avery Olson (CED) – Educational Leadership

Group 3 Reviewers

- Lily House Peters (CLA) – Geography
- Xuemei Liu (COB) – Management/HRM
- Roger Lo (COE) – Chemical Engineering
- Karin Griffin (UL) – University Library

Group 4 Reviewers

- Varisa Patraporn (CLA) – Sociology
- Jyotsna Pattnaik (CED) – Teacher Education
- Jin Gi Hong (COE) – Civil Engineering & Construction Engineering Management
- Mariah Proctor (COTA) – School of Art

In summary, the UMGSS Committee successfully reviewed all award applications. Moving forward, the committee will consider adding further guidelines to the CBA review process, such as implementing a grading rubric to be discussed and approved by committee members.