



Resolution No. 1819-22

A Resolution for Revising the GPC Travel Award Scoring Guides

BE IT ENACTED BY THE GENERAL ASSEMBLY HERE GATHERED THAT:

- WHEREAS,** At the October 2018 General Assembly meeting, the first scoring guide for the Professional Development Travel Award (PDTA) was established in Resolution 1819-05 and the scoring guide for the Conference Presentation Travel Award (CPTA, formerly the GPC Travel Award) was updated in Resolution 1819-06; and
- WHEREAS,** The AY19 Treasurer had modeled the PDTA guide after the existing CPTA scoring guide and had only made minor changes to the CPTA guide in order to allow both rubrics to become more intuitive and better suited for the current scoring process; and
- WHEREAS,** Over the last academic year, the AY19 Treasurer administered three travel award cycles and observed inconsistencies in scores given by the GPC Finance Committee members and other disadvantages that stem from the scoring guides; and
- WHEREAS,** Inconsistent scoring makes the travel award allocation process less fair and can have magnified effects on the financial awards granted to applicants; and
- WHEREAS,** The AY19 Treasurer has gained insights over the course of her term into how the scoring guides can be made less ambiguous and much more intuitive; therefore be it
- RESOLVED,** By majority vote of the General Assembly here gathered that the Graduate Professional Council does approve replacing the scoring guides in Appendices A and C with the guides in Appendices B and D; and be it further
- RESOLVED,** The GPC Finance Committee will use the two new scoring guides when evaluating travel award applications from the October 2019 cycle onward.
- RESOLVED,** The “Overall Quality of the Statement of Intent” point allocation be increased from 10 points to 15 points, and the point allocation for the “Quality of the Student” in the Letter of Recommendation be reduced from 15 points to 10 points.

SUBMITTED,

Christina Wang, GPC Treasurer 2018-19

Nanxi Xu, GPC Treasurer 2019-20



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Appendix A – Existing CPTA Scoring Guide

	Excellent	Average	Minimal	Score
Application Form	<p>Each of the following three areas are of high quality:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Application is completed thoroughly and accurately. <input type="checkbox"/> Efforts were made to find lowest fares for transportation and lodging. <input type="checkbox"/> Additional funding was requested within department and other organizations. <p align="right">(2 points)</p>	<p>Two of the three areas are of high quality:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Application is completed thoroughly and accurately. <input type="checkbox"/> Efforts were made to find lowest fares for transportation and lodging. <input type="checkbox"/> Additional funding was requested within department and other organizations. <p align="right">(1-1.9 points)</p>	<p>Fewer than two of the areas are of high quality:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Application is completed thoroughly and accurately. <input type="checkbox"/> Efforts were made to find lowest fares for transportation and lodging. <input type="checkbox"/> Additional funding was requested within department and other organizations. <p align="right">(0-0.9 points)</p>	<hr/> <p>2 Points Total</p>
Statement of Intent	<p>All of the four areas are discussed in detail:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Content of presentation is presented in concise non-technical language <input type="checkbox"/> Personal importance of conference <input type="checkbox"/> Professional importance of conference <input type="checkbox"/> Reasons for specifically attending this conference <p align="right">(6 Points)</p>	<p>Three of the four areas are discussed in detail:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Content of presentation is presented in concise non-technical language <input type="checkbox"/> Personal importance of conference <input type="checkbox"/> Professional importance of conference <input type="checkbox"/> Reasons for specifically attending this conference <p align="right">(4-5.9 Points)</p>	<p>Two or fewer of the four areas are discussed in detail:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Content of presentation is presented in concise non-technical language <input type="checkbox"/> Personal importance of conference <input type="checkbox"/> Professional importance of conference <input type="checkbox"/> Reasons for specifically attending this conference <p align="right">(0-3.9 Points)</p>	<hr/> <p>6 Points Total</p>
Letter of Recommendation	<p>Both areas are discussed in detail:</p> <p><i>Graduate Student App:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Importance of the conference to the student <input type="checkbox"/> Quality of the student <p><i>Professional Student App:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Importance of Lab to the student <input type="checkbox"/> Quality of the student <p align="right">(2 Points)</p>	<p>One area is discussed in detail:</p> <p><i>Graduate Student App:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Importance of the conference to the student <input type="checkbox"/> Quality of the student <p><i>Professional Student App:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Importance of Lab to the student <input type="checkbox"/> Quality of the student <p align="right">(1-1.9-Points)</p>	<p>Both areas are vague or missing:</p> <p><i>Graduate Student App:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Importance of the conference to the student <input type="checkbox"/> Quality of the student <p><i>Professional Student App:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> Importance of Lab to the student <input type="checkbox"/> Quality of the student <p align="right">(0-0.9 Points)</p>	<hr/> <p>2 Points Total</p>
Bonus Points	<p>Both conditions are met:</p> <ul style="list-style-type: none"> <input type="checkbox"/> First time receiving the CPTA <input type="checkbox"/> Conference is international or national <p align="right">(0.2 Points)</p>	<p>One condition is met:</p> <ul style="list-style-type: none"> <input type="checkbox"/> First time receiving the CPTA <input type="checkbox"/> Conference is international or national <p align="right">(0.1 Points)</p>	<p>Neither condition is met:</p> <ul style="list-style-type: none"> <input type="checkbox"/> First time receiving the CPTA <input type="checkbox"/> Conference is international or national <p align="right">(0 Points)</p>	<hr/> <p>0.2 Points Total</p>

Total Score



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Appendix B – Proposed CPTA Scoring Guide for AY20 onwards

Application Item	Scoring Criteria	Score
Application Form	Thoroughness and accuracy of the application form	___/10
	Efforts to reduce transportation and lodging costs	___/10
	Efforts to seek additional funding	___/ 5
	Subtotal	___/25
Statement of Intent	Overall quality of the Statement of Intent	___/10
	Explanation of presentation content in concise, non-technical language	___/10
	Explanation of conference’s personal importance to applicant	___/10
	Explanation of conference’s professional importance to applicant	___/10
	Explanation of applicant’s reasons for attending specifically this conference	___/10
Subtotal	___/50	
Letter of Recommendation	Quality of the student	___/15
	Importance of the conference to this student	___/10
	Subtotal	___/25
Bonus Points	Applicant would be receiving the CPTA for the first time	___/ 1
	Conference’s membership is international or national rather than regional	___/ 1
	Subtotal	___/ 2

Total Score: ___/100 (maximum 102 possible)



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Appendix C – Existing PDTA Scoring Guide

	Excellent	Average	Minimal	Score
Application Form	<p>Each of the following three areas are of high quality:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Application is completed thoroughly and accurately. <input type="checkbox"/> Efforts were made to find lowest fares for transportation and lodging. <input type="checkbox"/> Additional funding was requested within department and other organizations. <p align="right">(2 points)</p>	<p>Two of the three areas are of high quality:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Application is completed thoroughly and accurately. <input type="checkbox"/> Efforts were made to find lowest fares for transportation and lodging. <input type="checkbox"/> Additional funding was requested within department and other organizations. <p align="right">(1-1.9 points)</p>	<p>Fewer than two of the areas are of high quality:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Application is completed thoroughly and accurately. <input type="checkbox"/> Efforts were made to find lowest fares for transportation and lodging. <input type="checkbox"/> Additional funding was requested within department and other organizations. <p align="right">(0-0.9 points)</p>	<hr/> <p>2 Points Total</p>
Statement of Intent	<p>All of the three areas are discussed in detail:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Personal importance of conference <input type="checkbox"/> Professional importance of conference <input type="checkbox"/> Reasons for specifically attending this conference <p align="right">(6 Points)</p>	<p>Two of the three areas are discussed in detail:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Personal importance of conference <input type="checkbox"/> Professional importance of conference <input type="checkbox"/> Reasons for specifically attending this conference <p align="right">(4-5.9 Points)</p>	<p>Fewer than two of the areas are discussed in detail or are vague:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Personal importance of conference <input type="checkbox"/> Professional importance of conference <input type="checkbox"/> Reasons for specifically attending this conference <p align="right">(0-3.9 Points)</p>	<hr/> <p>6 Points Total</p>
Bonus	<p align="center"><input type="checkbox"/> First time receiving the PDTA</p> <p align="right">(0.1 Points)</p>			<hr/> <p>0.1 Points Total</p>

Total Score



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Appendix D – Proposed PDTA Scoring Guide for AY20 onwards

Application Item	Scoring Criteria	Score
Application Form	Thoroughness and accuracy of the application form	___/10
	Efforts to reduce transportation and lodging costs	___/10
	Efforts to seek additional funding	___/ 5
	Subtotal	___/25
Statement of Intent	Overall quality and professionalism of the Statement of Intent	___/20
	Explanation of conference’s personal importance to applicant	___/10
	Explanation of conference’s professional importance to applicant	___/10
	Explanation of applicant’s reasons for attending specifically this conference	___/10
	Subtotal	___/50
Bonus Points	Applicant would be receiving the PDTA for the first time	___/ 1

Total Score: ___/75 (maximum 76 possible)