

ECSC Travel Grant Program:

1) Details of program

Motion for the Establishment of an ECSC Travel Grant Program

ECSC will, on a yearly basis budget monies towards a competitive travel grant program for use towards registration and attending the ECSC conference. Amount of budgeted funds will be decided at the ECSC Board Meeting of the prior year. Grant applications will be accepted by November 15th the semester prior to the conference using the application template provided on the ECSC web-page. A travel grant sub-committee will evaluate all applications and will announce: full, partial, or non-funding to all the applicants prior to December 15th of the same year of submission. The funds will be distributed within a month of the conference if the applicant institute has indeed attended the conference.

Motion to establish a Travel Grant Sub-Committee

ECSC will establish a standing Travel Grant Sub-Committee which will be responsible for the evaluation of the Travel Grant Application template, selection from the submitted applications, notification of funding to applicants, and delivery of a report to the ECSC Board at the yearly meeting. The Sub-Committee will be populated by five ECSC Board Members with no two Sub-Committee members being from the same institute, and the five respective institutes becoming ineligible for applying. The Sub-Committee will be responsible for developing their own policies and procedures, evaluation rubric, etc., as well as electing the Chair of the Sub-Committee. The Travel Grant Sub-Committee members will serve three-year terms, with one re-election possible. For the inaugural Travel Grant Sub-Committee, three members will have a 3-year term and two will have a 2-year term to ensure that as the years pass, there is a balance between new perspectives of recently-elected members and the experience of returning members.

Motion for funding the 2016 ECSC Travel Grant Program

To request a budget of \$2000 towards the 2016 ECSC Travel Grant Program.

Motion to populate the Travel Grant Sub-Committee

To nominate Prof. Ronny Priefer (Western New England University), Prof. M. Anthony Kapolka (Wilkes University), Prof. Brian Palestis (Wagner College), and Prof. Barbara Murdoch (Eastern Connecticut State University) as ECSC Travel Grant Sub-Committee members.

Motion to request fifth member of the Travel Grant Sub-Committee

To solicit volunteers to serve as the fifth member of the Travel Grant Sub-Committee.

2016 ECSC TRAVEL GRANT APPLICATION

Applicant's Name: _____

Applicant's Institutions:

Institute Location:

Estimate of Student and Faculty Attendees: _____

Estimate of School Contribution: _____

Budget Requested (up to \$1000): _____

500 word Narrative (Demonstrate need, past ECSC attendance, past travel support, etc.)

Total Budget Breakdown (can exceed the budget requested)

Travel: \$ _____

Accommodation: \$ _____

Registration/Banquet: \$ _____

Total: \$ _____

2) History of progress of the proposed program

In an effort to encourage participation in the Eastern Colleges Science Conference (ECSC) at a time when budgets are being tightened, the ECSC Travel Grant Program Formation Committee was created during the April 18, 2015 board meeting. The committee was charged with developing a formal set of application and selection procedures needed to implement a travel grant program funded by ECSC. The committee members included:

Professor M. Anthony Kapolka (Wilkes University, new ECSC board member)

Professor Barbara Murdoch (Eastern Connecticut State University, new ECSC board member)

Professor Brian Palestis (Wagner College)

Professor Ronny Priefer (Western New England University, committee chair)

May 8, 2015, the committee submitted the proposal to the board for its consideration. The proposal consisted of five motions and a travel grant application form. Board members were asked to consider the proposal as a single package and to respond by June 1st. Of a total of 31 ECSC board members, the vote breakdown was as follows:

Approved: 21 votes

Not Approved: 1 vote

Requires More Discussion: 2 votes

Nonrespondents: 7

With 21 of 31 possible votes choosing to approve, the proposal has been officially approved by the ECSC board.

The ECSC Travel Grant Program Formation Committee now has approval to proceed with the formal establishment of the five-person Travel Grant Program Committee and implementation of the program. (Committee members, please let me know if I can be of assistance as you proceed.)

Document emailed to all Board members 03 June 2015.

Lance S. Evans, Secretary