

Budget Request: Budget for Management and Leadership Seminar

Budget	Budget for Management and Leadership Seminar
Request ID	BR0692862
Organization	Arkansas Chemical Engineering Graduate Students
Budget Period	2017-2018 Round 4 (March 10 - May 3)
Date Submitted	3/14/18 2:13 pm
Submitted By	Abdollah Mosleh imosleh@uark.edu
Status	Approved
Total Requested	\$600.00
Total Approved	\$670.50

Food (Events)

No.	Line Item	Requested	Approved
1	Catering (Non-Chartwells - Per Standing Rules) - You must outline specifically what items are included in your catering order (including price and quantities) or you may attach a quote from your Caterer below. - Food Items	\$600.00	\$670.50
	Totals:	\$600.00	\$670.50

Food Summary

Tangiers Mediterranean Cafe
2800 N College Ave, Fayetteville, AR 72703
Phone: (479) 301-2211
50 skewer of chicken
50 skewer of beef
60 Falafel
5 oz Hummus per person
5oz Rice per person
50 Half pita per person
30 Baklava cut in half
50 Dolma
5oz Mediterranean salad per person
50 Pepsi product mix drinks
12\$ per person

Total 600\$

OFA RSO Event Funding Application

Full Name of RSO (please do not abbreviate) [Required] Arkansas Chemical Engineering Graduate Students

RSO Treasurer's Name [Required] Karla G Morrissey

RSO Treasurer's E-Mail [Required] kqm002@uark.edu

RSO Treasurer's Phone Number [Required] 501-288-5213

RSO Advisor's Name [Required] Shannon Servoss

Please list your UARK Faculty/Staff Advisor

RSO Advisor's E-Mail [Required] sservoss@uark.edu

RSO Advisor's Phone Number [Required] 479-575-4502

Number of Active Members in RSO (2017-2018) [Required] 40

Please state the mission of your organization [Required]

ACHEGS is committed to the advancement of graduate students at the University of Arkansas. The society has book clubs, social gatherings, and participates in the seminar speakers series.

Name of Event/Program [Required] Management and Leadership Seminar

Date of Program [Required] May 3, 2018

Anticipated Number of STUDENT Attendees [Required] 45

An estimated range of attendees is not accepted.

Anticipated Number of NON-STUDENT Attendees [Required] 10

Please note, funding cannot be used for more than 15 non-students. Tickets must be sold to non-university students.

Advisors, faculty, staff and guests count as non-students.

An estimated range of attendees is not accepted.

Event End Time [Required] 5:00 PM

Event Start Time [Required] 3:30 PM

Name of Co-Sponsoring Groups (if any; please do not abbreviate names) Co-Sponsors include other RSOs and University Departments. [Required]
Please note that if your RSO does not list any department or group that is helping with the event, there cannot be other names listed on the advertisements for the event. Additionally, if you are co-sponsoring with another RSO, each RSO must submit a separate application and budget spreadsheet. Expenses should be divided between the two (or more) groups. Do not duplicate budgets. Additionally, co-sponsoring budgets need to be submitted to the Board on the same week.

N/A

Description and purpose of event/program and how it relates to your organization's mission, as well as how the event relates to the RSO Purpose of Funding Mission [Required]

The speaker provides an example of successful individual who has experienced various career paths in both industry and academia. Her experiences have provided her a unique set of soft skills including communication, teamwork, adaptability, problem solving, and conflict resolution. Regardless of the career path a student may be curious to explore, all students will greatly benefit from hearing about real-world experiences both in industry and academia which is the purpose of our RSO and lessons to be learned about leadership, emotional intelligence, and successful hiring and management of teams.

This would cultivate academic and social engagements between RSOs of diverse majors.

How will you advertise this event to attract students beyond your organization [Required]

Please note, RSO Listserv, Newswire, & Campus Calendar listings are MANDATORY for all funded events.

RSO Listserv, Newswire, Campus Calendar listings, and flyers

How will this event or program bring educational value to the students at the University of Arkansas? Please be very specific. [Required]

students will greatly benefit from hearing about real-world experiences both in industry and academia which is the purpose of our RSO and lessons to be learned about leadership, emotional intelligence, and successful hiring and management of teams.

Is the primary purpose of this event recruitment of new members for your RSO? [Required] NO

If you are bringing a guest speaker, performer, artist, etc., please provide a short biography [Required]

Kim LaScola Needy is a Professor of Industrial Engineering and serves as Dean of the Graduate School and International Education at the University of Arkansas. She received her B.S. and M.S. degrees in Industrial Engineering from the University of Pittsburgh, and her Ph.D. in Industrial Engineering from Wichita State University. She previously held academic appointments at the University of Pittsburgh and served as the Industrial Engineering Department Head at the University of Arkansas. Prior to her academic appointments, she gained industrial experience while working at PPG Industries and The Boeing Company. She is a Fellow and Past President of both IISE and ASEM, a Fellow of ASEE, and a member of APICS and SWE. She is a licensed P.E. in Kansas.

Please list e-mail address for your speaker, performer, artist, or other vendors [Required] kneedy@uark.edu

What city is your speaker, performer, artist, or other guest coming from? [Required]

Fayetteville, AR

Event Location, Room/Space Confirmation Number [Required]

Bell Engineering 2286

RSO Agreement [Required]

I Agree

By checking I Agree below, I understand that I am not allowed to raise money at any event sponsored by funds received through this application process. This includes student admission fees, requests for donations, selling items at the event, etc. (The only exception is admission fees for non-students. This will be determined by the Office of Financial Affairs Board).

Application Checklist [Required]

Reviewed the Standing Rules for timelines, process, & allowable expenses (found at asg.uark.edu)

Reviews

Adam G Jones (OFA Board Member) - Pending
Amber Rose Widdowson (Assistant Director for the Office of Student Activities) - Pending
Colin B Gonzalez (OFA Board Member) - Pending
Danielle M Zapata (OFA Proxy Member) - Pending
Flavia Dechandt Araujo (RSO Graduate Assistant) - Pending
Grace E Lillis (Director of Finance - SOOIE) - Pending
Isamar Garcia-Hernandez (Deputy Treasurer) - Pending
Jalen C Hemphill (OFA Board Member) - Pending
Jody Preece (Associated Student Government Office Manager) - Pending
Kadarius S Toussaint (OFA Proxy Member) - Pending
Katelyn E Hedgecock (OFA Proxy Member) - Pending
Kyle M Ward (OFA Board Member) - Pending
Madeline P Brown (OFA Proxy Member) - Pending
Marco A Gargano (OFA Proxy Member) - Pending
Peyton J Podschwilt (OFA Board Member) - Pending
Onuma Pleetissamuth (OFA Board Member) - Pending
Semien M Hagos (OFA Board Member) - Pending
Sofia N Hadley (OFA Board Member) - Pending
William S Neely (OFA Board Member) - Pending
Macarena Arce (Associated Student Government Treasurer) - Pending

Comments

Macarena Arce (3/14/18 2:41 pm)

"Your budget is under review. We will let you know the results of your budget after our meeting tomorrow. Please look forward for another comment then."

Abdollah Mosleh (3/14/18 4:14 pm)

"Thanks Macarena. I have also attached the flyer in this budget request."

Macarena Arce (3/15/18 8:49 pm)

"First Round Approved - ACTION REQUIRED"

I am pleased to inform you that your budget has been first round approved by the ASG Office of Financial Affairs Board. To help the Board make its final decision next Thursday, please answer the following question(s) and/or concerns by next Wednesday (after Spring Break):

1. Is your RSO doing any co-sponsorships? Please note that if your RSO does not list any department or group that is helping with the event, they cannot be other names listed on the advertisements for the event and right now it has a College of Engineering logo.

You can comment here or send me the responses to asgtres@uark.edu

Thank you and please let me know if you have any questions!"

Abdollah Mosleh (3/16/18 12:27 pm)

"Dear Macarena,

We do not have any co-sponsorship and the advertisement is corrected and updated here.

You can find the attached flyer in the budget request.

Thanks"

Macarena Arce (3/28/18 7:50 pm)

"Thank you for your response. We will let you know the results of your budget after our meeting tomorrow. Please look forward for another comment then.

Thank you and have a great day!"

Macarena Arce (3/29/18 3:22 pm)

"Hello,

Is your RSO aiming for 50 people or 55? It says 55 in the application but 50 in the food area. Please explain. Thank you!"

Abdollah Mosleh (3/29/18 5:10 pm)

"Hey,

Yes we are 55 people but since the food has many options and not all of the participant will eat an entire dish, we thought 50 food would be enough for 55 people. We made this decision in order not to waste food."

Macarena Arce (3/29/18 9:08 pm)

"FUNDING DECISION"

I am pleased to inform you that your budget has been second round approved. Please e-mail Ms. Jody at jodyp@uark.edu or see her at ARKU A665C within three (3) business days to schedule an appointment and pick up your funding packet. Funding is approved based on the budget submitted to the

committee and the associated dialogue between the Registered Student Organization and the ASG Financial Affairs Board. Once your event and/or conference has been approved for funding, please note that no further changes can be made to the event and/or conference. Please note that communication between your RSO and the Office of Student Activities should be led by students. This includes but is not limited to newswire stories, creating and submitting advertisement/promotional materials, and answering any questions the staff may have. If the amount approved is greater than the amount requested it is because the board added taxes to it.

Please let us know if you have any questions!"

Documents

[Flyer_Needv2.pdf](#) - Abdollah Mosleh (3/16/18 12:28 pm)