

**University Scholarship Committee**  
 EXECUTIVE SUMMARY for AY 2018-2019  
 May 31, 2019

Chair: Kristi Meyer (appointment effective September 1, 2018 - August 31, 2020)

Members: Maria Alejandro, Robert Baron, Ender Finol, Edgar Ghossoub, Richard LeBaron, Diana Martinez, Erica Sosa, Gary Lott, Francine Romero, Juyan Zhang

Ex officios: Lisa Blazer, Kimberly West

For AY 2019-2018 the University Scholarship committee:

- Published a response to a previously conducted audit which included documenting committee procedures
- Restructured committee membership
- Made use of Scholarship Hub for the first time
- Completed reviews for 9 scholarships leading to the awarding of 48 students \$53,148.77

The University Scholarship committee met three times during AY 2018-2019.

- In September 2018, the committee provided a response to previously released audit findings. The committee created documented procedures for (1) committee membership and committee roles, (2) review of applications, implementation of Scholarship Hub for review, and (3) awarding of scholarships, including timelines. Response to the audit containing new procedures can be found at the bottom of this report.
- During the fall committee meeting held in November 2018 the committee reviewed the response to the audit and subcommittee assignments were made. Subcommittees were tasked with writing rubrics for each of the scholarships; application review assignments were also assigned based on those same subcommittees. At this meeting, the committee was trained on how to use the new Scholarship Hub.
- In the first meeting of the spring, held in April 2019, the committee met to discuss the application review process and to vote on decisions for awarding recommendations made by subcommittees. The committee reviewed 836 applications and awarded 48 students \$53,148.77.

| <b>General Scholarships Awarded</b> |                         |                             |
|-------------------------------------|-------------------------|-----------------------------|
| <b>Academic Year 2019-2020</b>      |                         |                             |
| <b>Scholarship</b>                  | <b>Students Awarded</b> | <b>Total Amount Awarded</b> |
| Rodriguez                           | 1                       | \$1,507.00                  |
| Pan Am                              | 19                      | \$19,000.00                 |
| Indian*                             | 0                       | \$0.00                      |
| UTSA Staff Endowed                  | 1                       | \$766.77                    |
| Graham                              | 5                       | \$4,875.00                  |
| Patronato                           | 1                       | \$1,000.00                  |

|                      |           |                    |
|----------------------|-----------|--------------------|
| Sembradores          | 13        | \$19,500.00        |
| UTSA Staff Council   | 3         | \$1,500.00         |
| Oak Hill             | 5         | \$5,000.00         |
| <b>OVERALL TOTAL</b> | <b>48</b> | <b>\$53,148.77</b> |

\*No qualified applications received.

- In the final meeting of the spring, held May 21, 2019, the committee reviewed scholarships awarded and reviewed a preliminary copy of this report.

Goals for AY 2019-2020:

- Re-review of procedures to ensure continued best practices
- Updated committee membership to better meet increased quantity of applications for review
- Transfer of responsibility for the LGBTQ+ scholarship from the Inclusion Center to the University Scholarship Committee
- Review applications earlier in the spring semester

University Scholarship Committee full response to Audit, including detailed roles, responsibilities, and procedures:



University  
Scholarship Committe