



CONCORDIA UNIVERSITY IRVINE

Grant Executive Committee Summary

Award #: P031S220005

Grant Executive Committee

Chaired by the University President. The President will report to the Board of Regents on matters involving the project but may also have the Project Director provide reports to the Board periodically. This will ensure an appropriate and effective level of reporting and communication on project matters.

Annual Performance Reporting

Annual formative reports will be prepared and submitted by the Project Director, reviewed by the project's external evaluator and Grant Executive Committee, and distributed to the President and Board of Regents for institutional endorsement before finalization and submission to the Department of Education. Monthly Expense and Budget Status Reports: Fiscal reports will be generated by the Business Office and provided to the Project Director. Real-time budget access will also be available to the Project Director via the internal finance system. Budget status will be reviewed with other project personnel and the CFO. Progress on budget goals will be presented to the Grant Executive Committee on a quarterly basis.

Regular reports will be provided to the President, and the other members of the Grant Executive Committee ("Committee"). This Committee is charged with ensuring the Title V activities are meeting all goals and objectives and that funds are being properly used. The role of the President is crucial for the success of the project. The management structure is designed so that the President chairs the Committee and thus has direct contact with the Project Director throughout the life of the project.

Summative Evaluation

A Summative Evaluation will be completed at the end of each year and at the end of the five-year project to assess the impact of each outcome. The final report will address specific outcomes for each activity and will summarize the impact of the project on the attainment of institutional goals. The Project Director, aided by the External Evaluator, will be responsible for the Annual and Final Performance Reports. These reports will be submitted to the President and the Executive Committee for institutional endorsement before finalization.

The members of the Committee are listed below.

President, Chair of Committee	Dr. Michael Thomas
Senior Vice President, Provost	Dr. Scott Ashmon
Vice President, CFO	Steve Strauch
Vice President, Special Assistant to the President	Dr. Peter Senkbeil
Vice President for Student Affairs, Dean of Students	Megan Boslaugh
Faculty Member	Currently Vacant

Ad hoc members:

Associate Vice President of Enrollment Services	Steve Jin
Vice President, University Operations, Athletics	Tim Odle
Senior Budget Manager	Bill Ayala
Associate Dean for Student Engagement in Student Affairs	Monique Nunes