

Moriah Bischann

From: jmasehil@caltech.edu
Sent: Thursday, May 16, 2013 12:52 AM
To: Kathy Bubash
Subject: Re: AIChE Club Funding by ChE Department

Hi Kathy,

Hope you've been having a good week! I was wondering if you had filed the reimbursements yet. They're not in my mailbox, so I'm just curious approximately what day of this or next week I may expect to receive it.

Thank you for your help!
Jacqueline Masehi-Lano

> ok
> On Mar 27, 2013, at 8:54 AM, Jacqueline Masehi-lano
> <jmasehil@caltech.edu>
> wrote:
>
>> Actually I am able to stop by in the morning around 10 am.
>>
>> Thank you,
>> Jacqueline Masehi-Lano
>>
>> California Institute of Technology
>> Chemical Engineering
>> Cell: (626) 321-3641
>>
>> On Mar 26, 2013, at 11:07 AM, Kathy Bubash <kathy@cheme.caltech.edu>
>> wrote:
>>
>>> yes, i'm here until ~ 5:45 today & tomorrow.
>>> not here thursday.
>>> back on friday.
>>>
>>> On Mar 26, 2013, at 11:05 AM, jmasehil@caltech.edu wrote:
>>>
>>>> Hi Kathy,
>>>>
>>>> I have some more receipts that I would like to get reimbursed. May
>>>> I set up another day and time with you to hand you my receipts?
>>>>
>>>> Thank you!
>>>> Jacqueline Masehi-Lano
>>>>
>>>>> hi jacqueline,
>>>>> i forwarded your budget to our fiscal manager, and with that
>>>>> she'll be able to give me an idea of what funding will be
>>>>> available. and i'll then send that balance to you.

>>>>> in the past, i think, we haven't transferred funding to the AIChE
 >>>>> club, but rather prepared reimbursements
 >>>>> as the expenses arose. [if i'm mistaken about this,
 >>>>> please let me know.] one reason for this may be
 >>>>> because the account that reimburses your AIChE expenses is an
 >>>>> account that also takes care of various other expenses in the CCE
 >>>>> division, and this is a way to keep track of what expenses are
 >>>>> being paid for.
 >>>>>
 >>>>> so, AIChE students usually give me their expense receipts & i do
 >>>>> up the reimbursements.
 >>>>>
 >>>>> hope this helps for now,
 >>>>> kathy
 >>>>>
 >>>>> On Jan 7, 2013, at 11:45 PM, jmasehil@caltech.edu wrote:
 >>>>>
 >>>>>> Hi Kathy,
 >>>>>>
 >>>>>> Thank you for helping me fill out the paperwork for the
 >>>>>> reimbursements in November.
 >>>>>>
 >>>>>> This past winter break, I received a statement from the Bursar's
 >>>>>> office.
 >>>>>> And so I went to the Bursar's office asking for assistance
 >>>>>> interpreting the statement. The Bursars said that the statement
 >>>>>> (\$56) was the amount left in the AIChE account. They said that
 >>>>>> there was no new monetary amount that was wired to the AIChE
 >>>>>> account recently.
 >>>>>>
 >>>>>> Could you advise how to get the reimbursement checks/cash so that
 >>>>>> I could forward them to the people who are to be reimbursed? Or
 >>>>>> how the AIChE Club received the reimbursement cash/check in the
 >>>>>> past?
 >>>>>>
 >>>>>> Thank you!
 >>>>>> Jacqueline Masehi-Lano
 >>>>>>
 >>>>>>> don't know....but i'll make some inquiries & get back with
 >>>>>>> you.....kathy
 >>>>>>>
 >>>>>>> On Nov 28, 2012, at 3:11 PM, Jacqueline Masehi-lano
 >>>>>>> <jmasehil@caltech.edu>
 >>>>>>> wrote:
 >>>>>>>
 >>>>>>>> Hi Kathy,
 >>>>>>>> I was just wondering if there is a set limit to how much the
 >>>>>>>> ChE department funds AIChE because Caltech ASCIT wants to know
 >>>>>>>> if AIChE still wants funding from them and if so, how much.
 >>>>>>>>
 >>>>>>>> Thank you,
 >>>>>>>> Jacqueline Masehi-Lano

>>>>>>>>

>>>>>>>> On Nov 28, 2012, at 1:51 PM, Kathy Bubash

>>>>>>>> <kathy@cheme.caltech.edu>

>>>>>>>> wrote:

>>>>>>>>

>>>>>>>> thank you!

>>>>>>>> On Nov 28, 2012, at 1:49 PM, Jacqueline Masehi-lano

>>>>>>>> <jmasehil@caltech.edu> wrote:

>>>>>>>>

>>>>>>>> Hi Kathy,

>>>>>>>>

>>>>>>>> The other two receipts for \$161.15 are actually mistakes by

>>>>>>>> the pizza delivery person. So the total is only chipotle

>>>>>>>> (\$346.64) and the pizza (\$125).

>>>>>>>>

>>>>>>>> Thank you,

>>>>>>>> Jacqueline Masehi-Lano

>>>>>>>>

>>>>>>>> On Nov 28, 2012, at 1:42 PM, Kathy Bubash

>>>>>>>> <kathy@cheme.caltech.edu>

>>>>>>>> wrote:

>>>>>>>>

>>>>>>>> oops, chipotle is 346.64

>>>>>>>>

>>>>>>>> Begin forwarded message:

>>>>>>>>

>>>>>>>> From: Kathy Bubash <kathy@cheme.caltech.edu>

>>>>>>>> Subject: Re: AIChE Club Funding by ChE Department

>>>>>>>> Date: November 28, 2012 1:40:54 PM PST

>>>>>>>> To: jmasehil@caltech.edu

>>>>>>>>

>>>>>>>> hi jacqueline,

>>>>>>>> just want to be sure i add up your receipts correctly.

>>>>>>>>

>>>>>>>> chipotle 356.64

>>>>>>>> pizza 125.00

>>>>>>>> another pizza 161.15

>>>>>>>> another pizza 161.15

>>>>>>>>

>>>>>>>> total 803.94

>>>>>>>>

>>>>>>>> correct?

>>>>>>>>

>>>>>>>> thanks much,

>>>>>>>> kathy

>>>>>>>>

>>>>>>>> On Nov 27, 2012, at 10:26 PM, jmasehil@caltech.edu wrote:

>>>>>>>>

>>>>>>>> Hi Ms. Bubash,

>>>>>>>>

>>>>>>>> Can I meet you at 12:15 pm tomorrow?

>>>>>>>>

>>>>>>>>>> Thank you!

>>>>>>>>>> Jacqueline Masehi-Lano

>>>>>>>>>>

>>>>>>>>>>

>>>>>>>>>> absolutely. if u can meet Wednesday, I'll be in my office

>>>>>>>>>> #206

>>>>>>>>>> spalding

>>>>>>>>>> lab from 7am ~ 6pm. when might u stop by?

>>>>>>>>>>

>>>>>>>>>> out+about with my iphone--please excuse my brevity &

>>>>>>>>>> out+typos

>>>>>>>>>>

>>>>>>>>>> On Nov 27, 2012, at 6:13 PM, jmasehil@caltech.edu wrote:

>>>>>>>>>>

>>>>>>>>>> Hi Ms. Bubash,

>>>>>>>>>>

>>>>>>>>>> Thank you! I have been looking for this information

>>>>>>>>>> about where AIChE gets most of its funding for the past

>>>>>>>>>> month so I'm glad I e-mailed you

>>>>>>>>>> :)

>>>>>>>>>> Would

>>>>>>>>>> it possible to set up a time to meet you to give you my

>>>>>>>>>> receipts?

>>>>>>>>>>

>>>>>>>>>> Thank you,

>>>>>>>>>> Jacqueline Masehi-Lano

>>>>>>>>>>

>>>>>>>>>>

>>>>>>>>>> hi jacqueline,

>>>>>>>>>>

>>>>>>>>>> what we've done in the past is the AIChE students would

>>>>>>>>>> give me their expense receipts & i would do up the

>>>>>>>>>> paperwork for reimbursement (for meeting refreshments

>>>>>>>>>> etc etc).

>>>>>>>>>>

>>>>>>>>>> would this help?

>>>>>>>>>> thanks much,

>>>>>>>>>> kathy

>>>>>>>>>>

>>>>>>>>>> On Nov 24, 2012, at 7:42 PM, jmasehil@caltech.edu wrote:

>>>>>>>>>>

>>>>>>>>>> Hi Ms. Bubash,

>>>>>>>>>>

>>>>>>>>>> My name is Jacqueline Masehi-Lano and I am the

>>>>>>>>>> treasurer of American Institute of Chemical Engineers

>>>>>>>>>> (AIChE) Club at Caltech.

>>>>>>>>>> I

>>>>>>>>>> was

>>>>>>>>>> just

>>>>>>>>>> wondering if you could tell me, or direct me to a

>>>>>>>>>> person in ChE department in charge of this, if the

>>>>>>>>>> AIChE club receives the majority of its funding for

