COMMITTEE: Academic Awards

MEETING DATE: 3pm, 10/6/2011

PERSON PRESIDING: Pat Royal (Susanne Lenné Jones recording minutes)

REGULAR MEMBERS IN ATTENDANCE: Pat Royal, Jinling Huang, Hanna Jubran, Susanne Lenné Jones

EX-OFFICIO MEMBERS IN ATTENDANCE: Dorothy Mueller, Lisa Clough, Karen Vail Smith

OTHERS IN ATTENDANCE: Lori Lee

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ACTIONS OF MEETING

Agenda Item: Election of officers for 2011-12 academic year.

Discussion: Various exchanges among nominated members.

Action Taken: Slate of nominees created. Motion passed and seconded in support of slate. Hanna Jubran elected Chair of committee; Pat Royal Vice-Chair; Susanne Lenné Jones Secretary.

Assigned additional duties to:

________________________________________

Agenda item: Volunteering for subcommittees

Discussion: various exchanges among committee members.

Action Taken: Subcommittee members were designated (see attached table).

Assigned additional duties to:

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Agenda item: Introduction to awards and committee processes.
Discussion: Dorothy Mueller introduced the various awards conferred by the Academic Awards Committee. Forms are on the Faculty Senate website. The following questions were raised: a) Should we set the same due date for all awards? b) Should we drop the SOIS requirement given the inconclusiveness of the student survey results? Since the format of student evaluations will change in the future, any changes should be suspended until the new format has been introduced. c) How should we handle portfolios exceeding the 50 page limit? d) Do we hold references writing letters of recommendation to the same formatting guidelines as the rest of the portfolio? e) Is there a way subcommittees can communicate once recipients have been decided upon to become aware of multiple awards for the same person? Mueller reminded committee members that each subcommittee elects its own chair and decides upon meeting times. The entire ACC will meet on January 12th, 2012 at 3pm.

Action Taken: Mueller makes motion to adhere to the 50-page limit and to communicate it swiftly to prospective applicants. Motion seconded and passed. Mueller also makes motion that there be some leeway regarding the formatting of reference letters. Motion seconded and passed. Royal makes motion that the full Academic Awards Committee reconvene after the selections by the subcommittee have been made in order to review the nominations and discuss if any changes would be desirable at that point. Motion seconded and passed.

Assigned additional duties to:

NEXT MEETING: 1/12/ 2012 at 3pm Rawl Annex 142

ITEMS TO BE DISCUSSED: Renaming of the Max Ray Joyner Award for Faculty Service through Continuing Education