COMMITTEE: Student Scholarships, Fellowships and Financial Aid Committee

MEETING DATE: October 24, 2016, 10:00 am

PERSON PRESIDING: Lee Johnson, Committee VC

REGULAR MEMBERS IN ATTENDANCE: Baohong Zhang, David Batie, Joanne Hartsell

EX-OFFICIO MEMBERS IN ATTENDANCE: Melonie Bryan, Julie Poorman (via phone), Solveig Bosse, Sophia Armstrong

OTHERS IN ATTENDANCE: Lori Lee

ACTIONS OF MEETING

Agenda Items:

1. Adoption of Agenda – Lee Johnson
   Action: Approved

2. Approval of September 26, 2016 Meeting Minutes
   Action: Approved

3. Confidentiality and Conflict of Interest Agreement
   Action: Submission of documents by members to Melonie Bryan

4. Workshop on Monday, December 5, 2016
   Discussion: The workshop will be held at the Heart Institute Auditorium, 2:00-3:00 pm (Note Time changed after the meeting). Julie Poorman stated that she has secured speakers from Foundation Services and Financial Aid to present. A meeting this week will clarify all presentations. Committee members will be responsible for handling the check-in of participants and movement of the microphone to participants when they have questions. A discussion on using a Qualtrics form for reservation and sign-in prior to the meeting. In that way we will have a better count on the number of participants and have sufficient copies of documents for them.

   Actions: Melonie Bryan will work with her graduate students to develop a Qualtrics form for pre-registration. Documentation will be sent to Lori Lee so that a distribution email message to faculty and staff will have a link to this file.

   Committee members that will be able to attend and assist in the Workshop include Lee Johnson, Stephanie Richards, Elaine Yontz, and Joanne Hartsell. Sophia Armstrong will verify if she can attend as the Workshop is the last day of semester classes.

   Discussion: Melanie Bryan provided documentation concerning the 2015-2016 disbursement of financial aid to ECU students. There was discussion concerning the fact that two scholarships (Chevrolet and
Probey) each had one award offered that was not dispersed. Melanie noted that she would investigate the reason why they were not accepted.

Action: Later information from Julie Poorman stated that the 2 awards made last February to close the account both paid out and there will not be a Chevrolet pool of applicants to review this year as the actions of last February effectively closed the fund.

Meeting adjourned: 10:40 am.

NEXT MEETING: January 23, 2017 (No November 28, 2016 meeting as December 5, 2016 Workshop taking place.

ITEMS TO BE DISCUSSED: Workshop Results Discussion

Submitted: David Batie, Committee Secretary