COMMITTEE: Student Scholarships, Fellowships, and Financial Aid Committee

MEETING DATE: February 27, 2012

PERSON PRESIDING: Judy Wagner

REGULAR MEMBERS IN ATTENDANCE: Judy Wagner, Steve Cerutti, Xiaoping Pan, Qun Lu, Michele Mendes, Brent Henze

EX-OFFICIO MEMBERS IN ATTENDANCE: Julie Poorman, Ron Preston, Kevin Baxter, Ian Quinn

OTHERS IN ATTENDANCE: Lori Lee

ACTIONS OF MEETING

Agenda Item: Minutes, 1/23/12

Discussion: A motion was made to approve the minutes. No corrections were suggested.

Action Taken: Minutes approved as offered.

Assigned additional duties to: Xiaoping Pan as secretary for this meeting.

Agenda Item: Recap of Scholarship Workshop

Dr. Judy Wagner reviewed the 2012 Scholarship Workshop held last month and organized by this committee. The attendance at workshop was approximately 35 people. Feedback from the audience was generally positive. Julie Poorman’s comments during the workshop were particularly appreciated.. The audience also raised questions relating to deadline clarification and consistency issues for scholarship application.

Discussion: Informational.

Action Taken: Judy Wagner will forward a summary of the audience feedback to speakers.

Agenda Item: Discussion of feedback forms and implementation plans.

Discussion: 1) How to cooperate with the foundation? How to deal with donor opinions about the selection of scholarship recipients? Solution: To get administration involved after the first conversation with donors, also to focus on the standard procedure in terms of receiving and applying for foundation funds; 2) To facilitate the sharing of best practices about posting scholarship information via website across departments and colleges; 3) To survey and learn about some of the barriers in advertising scholarships.
**Action Taken:** To compose survey questions for two surveys (one for departments and colleges, one for students) regarding the advertising of scholarship information. Ian Quinn will ask SGA to send out survey to students.

**Agenda Item:** Recommendations for room and arrangements for future workshops

**Discussion:** Current annual meeting setting (Mendenhall Student Center Room 244) should continue. Room and table arrangement may be the same except the panel of speakers should sit facing the audience. Their table should have a microphone in addition to the microphone on the podium to facilitate Q&A portion.

**Action Taken:** Current format with above suggested changes should be employed in the future meeting.

**Agenda Item:** Plans for selection of the recipients of the 5 scholarships by the committee

**Discussion:** Previous selection procedure should apply.

**Action Taken:** Ask Jeremy Jordan about the availability of application folders to work on.

**Agenda Item:** Upcoming meetings for annual report

**Discussion:** Vice Chair of the committee, Steve Cerutti, will provide a draft for committee discussion.

**Action Taken:** Thanks

**NEXT MEETING:** March 26 2012, 11 a.m. – 12 p.m., regular meeting room.