

COMMITTEE: Academic Awards Committee

MEETING DATE: October 6, 2022, from 2:30-3:30 on Teams

PERSON PRESIDING: Johna Faulconer, Committee Chair

REGULAR MEMBERS IN ATTENDANCE: Shahnaz Aziz, Jennifer Daugherty, Yolanda Holt, Mi Hwa Lee, Ruby Yeh, Christy Rhodes, Melissa Rhodes Raychl Smith

REGULAR MEMBERS NOT IN ATTENDANCE: Rose Haddock, Ann Maria Bell,

EX-OFFICIO MEMBERS IN ATTENDANCE: Sarah Williams (representative of the Provost)

EX-OFFICIO MEMBERS NOT IN ATTENDANCE: Phyllis Horns (representative of the Vice Chancellor for Health Sciences), Duncan Patrick, SGA President

GUESTS IN ATTENDANCE: Rachel Baker

RECORDER: Christy Rhodes Academic Awards Committee Secretary

Meeting called to order at 2:30 PM by Johna Faulconer.

#### ACTIONS OF MEETING

**Agenda Item 1:** Minutes from September 1, 2022 were reviewed and accepted unanimously by the committee with no revisions.

**Agenda Item 2:**

*Motion: Two nominations that experienced technical glitches will be accepted into the application pool.*  
(Motion from S. Williams; Second by Y. Holt; Unanimous approval)

After a discussion of the reasons for late or incorrect application submissions, the committee unanimously approved the motion to accept two late application portfolios. Discussion included explanations of possible reasons for errors in submissions and the need to be mindful of technical glitches that can occur. The OFE has proactively designed workshops for nominees that should alleviate some issues with late or incomplete submissions. In addition, it was noted that there was a need to clarify the definitions of “technical glitches” in upcoming meetings.

**Agenda Item 3:**

*Motion: Accept current slate of sub-committee chairs and members with authority to fill three remaining member positions.*

(Motion from J. Faulconer; Second by R. Smith; Unanimous approval)

**Agenda Item 4:**

Non-Action Item: Discussion of the need to set timelines for each sub-committee, in recognition of differing deadlines based on the requirements of the application process. By November 1, all application packets will be available on Faculty 180. Sub-committee chairs will complete a brief report via email to the Academic Awards Chair. It is suggested that sub-committees meet to debrief about the process and note any areas in need of improvement.

**Agenda Item 5:**

Non-Action Item: Faculty 180 Presentation by OFE (S. Williams and C. Gohn) Topic of presentation was the use of Faculty 180 to review application materials, known as “cases”, during the adjudication process. See Teams folder for a copy of the PowerPoint presentation.

Questions & Closing Comments – Next meeting will not be a full committee meeting, rather the time can be used to work in sub-committees.

Meeting adjourned by Committee Chair at 3:37.

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NEXT MEETING: November 3, 2022 – rescheduled for sub-committee meetings

UPCOMING MEETINGS: January 12, 2023	2:30-3:30
February 2, 2023	2:30-3:30
March 2, 2023	2:30-3:30
April 6, 2023	2:30-3:30
April 11, 2023	5:00-7:00 Awards Ceremony