

**COMMITTEE:** Student Scholarships, Fellowships, and Financial Aid

**MEETING DATE/TIME:** April 25, 2022, at 3:30pm

**PERSON PRESIDING:** Ziwei Lin, Chair

**REGULAR MEMBERS IN ATTENDANCE:** Ziwei Lin, Shirley Mai, Jonathan Dembo, Kelley Hulihan, Wendy Whisner, Richard Baybutt, Denise Donica

**EX-OFFICIO MEMBERS IN ATTENDANCE:** Melonie Bryan, Gregory Lapicki, Chukwudi Ubah

(Absent: Heather Kindl, Julie Poorman)

**OTHERS IN ATTENDANCE:** Rachel Baker

**MINUTES APPROVED: February and March 2022**

---

Agenda Item: **Review of the Committee's Charge 4., B.**

*(Referring to number 4. Committee Responsibilities, letter B. "the committee recommends recipients of specified student financial aid and student scholarships.")*

Discussion:

Lin has been in discussion with Dr. Martinez, Chair of the Faculty Senate, as well as Bryan regarding exploring the possibility of moving current scholarships under the committee to other offices such as the Office of University Scholarships. This could allow focus to be on other key charges of the Committee such as recommending policy guidelines. In recent years, most of the committee's time is spent on reviewing applications and determining recipients of four scholarships, rather than all other charges.

Lapicki asked for a vote to remove Letter B. from the committee's list of charges. Baker stated that the committee would need to decide on the revision, and in fall 2022, submit it to the Committee on Committees where there would be two readings before a decision was finalized.

Lin noted that the committee needs to explore potential changes and that there is not enough time to do such during this meeting.

Dembo inquired whether there had been any issues raised by administration regarding the other charges not being attended to by the Committee, to which Lin responded, "no."

Lin stated that next year's committee will consider changes to the charges.

Action Taken:

Lapicki made a motion to remove the charge, Letter B.

*(Referring to number 4. Committee Responsibilities, letter B. “the committee recommends recipients of specified student financial aid and student scholarships.”)*

Motion was not seconded, motion failed.

---

Agenda Item: Modification of the Current Scholarship Application System

Discussion:

Bryan sent an email to Doug Stanley from ITCS, the contract manager for ECU Award, which is a third-party company. In her email, she inquired about modifying the system to accommodate previously discussed changes such as having the GPA and other areas automatically scored. Stanley stated that ECU does not have access to the source code and cannot make modifications to the system. At best, the committee can submit suggestions to be placed on a future enhancement list.

Lapicki suggested that a computer program can be written, tailored to do what the committee wants it to do. Bryan reiterated that ECU has a process and a third-party product that all committees that review scholarships must utilize.

Action Taken: none

---

Agenda Item: Meeting Schedule

Discussion:

Per the charge of the committee, the standard meeting day is the fourth Monday of each month. According to the SSC website, the standard meeting time is 2:00pm. This year’s meeting schedule was modified on several occasions to accommodate scheduling conflicts. Next year, members need to make time to be free to serve on the committee and attend meetings as scheduled or choose not to serve on the committee.

Action Taken: none

Assigned additional duties to: not applicable

Motion to adjourn: Whisner

Motion Seconded: Dembo

Meeting adjourned at 4:20pm

---

**NEXT SCHEDULE MEETING:** to be determined for Academic year 2022-2023

**ITEMS TO BE DISCUSSED:** Revisions to number 4. Committee Responsibilities, letter B. “the committee recommends recipients of specified student financial aid and student scholarships.”