COMMITTEE: Student Scholarships, Fellowships, and Financial Aid Committee

MEETING DATE: November 28, 2011

PERSON PRESIDING: Judy Wagner

REGULAR MEMBERS IN ATTENDANCE: Sandra Warren, Steve Cerutti, Qun Lu, Michele Mendes,

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

OTHERS IN ATTENDANCE: Lori Lee, Gregg Lowe, Kendra Alexander, Anne Fisher, John Fletcher

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ACTIONS OF MEETING

Agenda Item: Minutes, 10/24/11

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

Action Taken: Minutes approved as offered.

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Agenda Item: John Fletcher, Director of Enrollment Services presented. Thanks for last year’s scholarship workshop. Successes reported in terms of admitting more scholarship eligible students. The Board of Trustees meets Thursday and Friday Dec. 1 and 2. On the agenda is a proposal to set aside a percentage of the tuition increase for merit only and (perhaps 1%) in addition to the required 25% of the increase that goes to need based aid. If approved, then goes to GA and Board of Governors, likely in January. The aim is to have campus scholarships moved to freshman and those award offers combined with the financial aid award offer. The financial aid office to get award letters out by April 1 to allow a May 1 deposit date.

Discussion: Informational.

Action Taken: Thanks to Dr. Fletcher

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Agenda Item: The status of the searchable scholarship database

Discussion: The database is live on the Financial Aid website, but not as complete as would like

Action Taken: Informational

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Agenda Item: The January Scholarship Workshop

Discussion: Kevin Baxter reported that the workshop is on the Provost’s calendar. Also attending: Dr. Fletcher, Director of Enrollment and Jeremy Jordan, Assistant Director, Kathie Hall, Grants Administration, Sherilyn Johnson, Comptroller and John Lancaster from the Foundation.

244 Mendenhall will be set up for 75 attendees. Date – Monday January 23, 2012 from 11 a.m. until noon. The presence of committee members is requested. All on campus that are interested in the awarding of scholarships are invited. The possibility of extending the time or having presentations was discussed. Ms. Lee noted that a one hour workshop with time for questions was well received last year.

Action Taken: The previous format will be employed for this workshop. Ms. Lee will send notification of the meeting to all faculty. John Fletcher will place the item on the agenda of the early January 2012 Deans and Directors meeting. There may be a chairs listserv for Ms. Lee to access as well.

Agenda Item: College of Education online scholarship application presented by Kendra Alexander and Gregg Lowe.

Discussion: The intent of the process was to give students a list of scholarships they are eligible to apply for. The process runs Jan. 1 through March 1 with a deadline to award of April 15. Individual applications can be updated until the process closes on March 1. All applications require a letter of recommendation. If the student requests a recommendation from an ECU faculty member an e-mail is generated and sent to them asking them to submit an online recommendation. Students are able to see the status of the request. External recommendations must come in by mail, not email. The College of Education has set up a scoring committee with one member within the major/department and one outside reviewer. After the applications are scored a smaller committee reviews the top scoring applicants and makes awarding decisions.

Action Taken: Thank you, Kendra and Gregg, for this informative presentation.

Agenda Item: College of Business online scholarship application presented by Anne Fisher.

Discussion: There are five departments in the College of Business, but there is one online application for all scholarships. Once the online scholarship application process closes, a BIC report verifies GPA, etc. The list of applicants is sent to the Financial Aid office for assignment of a financial need code of 0 – 5; 0=no financial need and 5=highest need. A committee reviews all applications for evidence of community involvement activity and assigns a score of 0-2. The list of scholarships is available on the website with a disclaimer that awards will be made based on the availability of funds. Students can query each scholarship and the website provides a list of scholarships for all students who qualify to apply. These lists are posted on a Sharepoint site for committee members to review. Each student is eliminated from competition once an award is made; no student receives multiple awards.

A question was raised; who is collecting releases from students so that we may publicize awards.

NEXT MEETING: January 23 2012, 11 a.m. – 12 p.m., Mendenhall 244