

MINUTES

THE SENATE SCHOLARSHIPS AND AWARDS COMMITTEE [SSAC]

Presiding: Lang, Damaris-Lois Y

Minutes Prepared By: Shaw, Ronette

Present: Gyan, Joseph; Hammonds, Theresa; Mitchell, Sherese; Munoz, Victoria; Rayo, Rocio; Rodriguez, Yoel; Santana, Leana; Shaw, Ronette; Subert, Maria;

Absent:

Guests: Brennan, Sarah

TOPIC	DISCUSSION	DECISION / ACTION
Call to Order and Confirm Quorum	Quorum	3:34pm
Acceptance of Agenda and Acceptance of Minutes	<i>Members accept meeting agenda and October 15th minutes</i>	3:34pm
Chair's Remarks and Agenda Items	<p>Annual Honors Convocation Awards and Description Deadline:</p> <ul style="list-style-type: none"> ○ At the committee chair request, each departmental representative provided a brief update regarding progress on the submission of award descriptions. <p>GAEF update:</p> <ul style="list-style-type: none"> ○ Committee chair and members applaud the increasing visibility including "Giving Tuesday" advertising and encourage fundraising for GAEF. ○ Hostos foundation will match GAEF donations. ○ Funding from the GAEF will be allocated to departments as monetary gifts for students receiving a Gold/1st Prize, Silver/2nd Prize or Bronze/3rd Prize awards. Expected Funds distribution totaling 400 or 450 dollars (Gold-\$175, or \$200; Silver-\$125 or \$150; Bronze-\$100) per department respectively. However, departments can choose to distribute funds differently with a minimum of \$100 per student and a maximum of \$175 or \$200 per student, respectively) ○ Announcing Scholastic List recipients via succeed@ Hostos. 	<p>Representatives presented</p> <p>Visibility group discussed further use of the Caiman clues or potentially an email blasts to recipients of both Deans and Presidents award.</p>

	<ul style="list-style-type: none"> Announcements for students on the Dean's list include: IT is posting, direct alert to recipients of poster board. Hostos monitors, Caiman clues) <p>Presidents List</p> <ul style="list-style-type: none"> Members reviewed the letter template drafted for potential recipients of the President's award Discussed budgeting for pins and pens specific to recipients on the Presidents list. <p>Training-SSAC Share Point-Mon 11/18/19 from 2:00 to 3:00 PM, B-115</p> <p>Increasing General Academic Excellence Fund (GAEF) Monetary support Awareness.</p> <ul style="list-style-type: none"> Various students have provided quotes related to the GAEF Monetary support for academic excellence. 	<p>Template approved by committee members; Ms. Hammonds agreed to submit a final copy to the president's office for approval.</p> <p>Members aware.</p>
Guest Remarks	<p><i>Ms. Sarah Brennon:</i></p> <p>suggested several dates for Honors Convocation closer to commencement while accommodating families and friends of award recipients.</p> <p>Members vote change honors convocation to the same week of Commencement ceremony:</p> <p>Results: 9 yes, 1 Absent, 0 abstain</p>	<p>Members aware.</p>
Subcommittee Members' Remarks and Updates	<ul style="list-style-type: none"> <i>SSAC Visibility Group:</i> <i>SSAC Tracking Group: committee considering collecting both student names and student IDs of identified award recipients during the spring</i> <i>SSAC Academic Criteria Group</i> <i>Agreed to discuss awards criteria during next meeting.</i> <i>SSAC Resource Group: No updates</i> 	
Secretary's Remarks and Announcements	<p><i>Next meeting: December 10th</i></p>	
Old and New Business	<p><i>Old Business: None</i></p> <p><i>New Business: None</i></p>	
Attendance and Adjournment	<p><i>5:06pm</i></p>	