




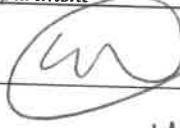

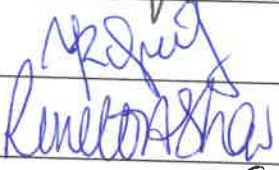




**ATTENDANCE**  
**Wednesday, May 2<sup>nd</sup>, 2018**

**SAAC MEMBERS**

**SIGNATURE**

1. Abdoul, Balde - Student Government Association Senator 
2. Castro Karina - Honors Program Coordinator 
3. Gyan, Joseph - Business Department 
4. Herrera, Denise - Student Government Association Senator
5. Hoiland, Sarah L. - Behavioral and Social Sciences Department 
6. Lang, Damaris-Lois Y (chairperson) - Natural Sciences Department 
7. Onovo, Grace - Allied Health Sciences Department 
8. Rayo, Rocio (secretary) - Hostos Lincoln-Early College Coordinator 
9. Rodriguez, Yoel - Natural Sciences Department 
10. Shaw, Ronette - Allied Health Sciences Department 
11. Subert, Maria - Humanities Department 
12. \_\_\_\_\_

**Guests**

- Libfeld, Mayi - Student Development and Enrollment Management 
- Brenan, Sarah - Office Of Academic Affairs 
- \_\_\_\_\_
- \_\_\_\_\_

**SCHOLARSHIP AND AWARDS COMMITTEE (SAAC)**

**GENERAL MEETING  
B BUILDING B401  
Wednesday, May 2<sup>nd</sup>, 2018  
3:00 – 4:30 PM**

**AGENDA**

1. Call to Order
2. Confirm Quorum
3. Acceptance of Agenda
4. Acceptance of Minutes
  - 2<sup>nd</sup> general meeting-04/11/18
5. Chair's Remarks and Agenda Items
  - Guidelines for Senate Standing Committee Meetings
  - SAAC Email, Website and Certification Training
  - Honors Convocation
    - **May 23<sup>rd</sup> Wednesday, 2018 at 6pm**
    - OAA Partners with Event Organization
    - General Order of Day's event and Program Booklet
  - Scholarships and Awards
    - Funds Availability and Budget
    - Scholarships and Awards Criteria
  - Guest(s) Remarks
6. Subcommittee Members' Remarks and Updates
  - Academic Criteria Group (G. Onovo, R. Shaw)
    - Convocation Program Booklet Compilation
  - Resource Group (K. Castro, Y. Rodriguez)
    - Departments and Programs Receiving Scholarships and Awards
  - SAA Tracking Group (K. Gyan, S. Holland, M. Subert)
    - Scholarships and Awards (SAA) Certificates to Nominees
  - SAAC-Visibility Group (A. Balde, D. Herrera, R. Rayo)
    - Honors Convocations' Ticket Activity and Marshal Duties
7. Secretary's Remarks and Announcements
8. Old Business
9. New Business
10. Attendance and Adjournment

## Minutes for the Scholarships and Awards Committee

Date & Time: 5/2/18 @ 3:37pm

Location: B401

Presiding: Damaris Lois Lang

Present: Karina Castro, Damaris Lois Lang, Grace Onovo, Rocio Rayo, Ronette Shaw, Maria Shubert, Balde Abdoul, Joseph Gyan, Sarah Hoiland, Yoel Rodriguez,

Absent: Denise Herrar

Guests: Mayi Libfield, Sarah Brenan

Minutes Prepared by: Rocio Rayo

Call to Order (3:15pm)

Confirm Quorum (3:15pm)

Acceptance of Agenda - Unanimous (3:15)

Acceptance of Minutes

Unanimous (3:17)

Guidelines for Senate Standing Committee Meeting passed around to new members.

SAAC Email, Website, and Certificate Training

Email: [saac@hostos.cuny.edu](mailto:saac@hostos.cuny.edu)

Updated Dean's List

Website updated!

Karina and Rocio can edit

Honors Convocation

Reparatory Theatre lined up by program.

Come down both sides of the aisle.

Students (and SAAC Committee members) there at 5pm

Sarah B. will provide jobs.

Scholarships and Awards

President's Office will create all certificates.

CLARIFICATION POST MEETING FROM OAA:

President's office will ONLY create certificates for the programs that would have otherwise received money.

Are there medals?

Programs should create their own certificates?

There needs to be clear communication to departments that there is no money.

DLL will share the google doc she created with the SAAC committee.

Should there be a limit on department awards?

Motion for Action on A/B/C (4:03)

Item A: Departments and Programs can send limitless numbers of nominees.

4 - Yes

7 - No

Item B: Departments and Programs can send limitless nominees places under sub-categories per award type.

9 - Yes

2 - No

Item C: Departments and Programs can send maximum of 3 number of nominees

3 - Yes

8 - No

**Item B Won**

Subcommittee Member's Remarks and Updates (4:00)

Academic Criteria Group

Template of previous year's design for booklet.

Resource Group

Need to figure out which programs have money and who doesn't

If there is no money - will they get something other than a certificate?

SAAC Tracking Group

Tracking certificates by program and department

Tracking Medals by program and department

OAA Sent letters out to Department and Program

President's Office deadline is May 14<sup>th</sup> to get the corrections etc for certificates.

#### SAAC Visibility Group

Promote Honors Convocation List on social media

Meet about the best way to get information out to students.

We need a list of the awardees to put on the website.

Next Meeting is May 16<sup>th</sup> 3 to 4:30

