

## MINUTES

### THE SENATE SCHOLARSHIPS AND AWARDS COMMITTEE [SSAC]

**Presiding:** Lang, Damaris-Lois Y

**Minutes Prepared By:** Genzale, Ann

**Present:** Amnie, Asrat; Ballesteros, Humberto; Chang, Helen; Genzale, Ann; Hammonds, Theresa; Rayo, Rocio; Rodríguez, Yoel; Subert, Maria; Shaw, Ronette

**Absent:** Cortes, Susan; Kyemtore, Amdiya

**Guests:** Sarah Brennan

| TOPIC   | DISCUSSION   | DECISION / ACTION    |
|---|--|----------------------|
| <b>Call to Order and Confirm Quorum</b>               | Quorum   | 3:34pm               |
| <b>Acceptance of Agenda and Acceptance of Minutes</b> | Members accept meeting agenda and the minutes from previous meeting.   | 3:35pm               |
| <b>Chair's Remarks and Agenda Items</b>               | <p><b>SSAC Activities:</b></p> <ul style="list-style-type: none"> <li>• <b>Prospective Donor:</b> Committee Chair will be meeting with a prospective donor who would like to set up a foundation to support our students on Monday. Will present her with the option of being a donor for GAEF and connect her with the Office of Institutional Advancement.</li> <li>• <b>GAEF and Scholarships Update:</b> GAEF: Office of Institutional Advancement is waiting to hear from the Budget Office regarding balance of available funds. Committee Chair also shared the names of scholarships available to students and made committee aware of upcoming invitation to join Hostos Scholarships Review Board.</li> <li>• <b>Dean's and President's List Updates:</b> Academic Criteria Group has received of students from IT and plans to check them over in the coming week.</li> <li>• <b>Department and Program Form Updates:</b> Math Department: Has very specific award criteria, and requires information to be sent from IT, which has led to some information arriving later in the past. Prof. Ballesteros provided award criteria and descriptions, and will circle back to Math Department to confirm the name of the award. Also missing award information from Language and Cognition.</li> <li>• <b>Finalize CCD Meeting Presentation Information:</b> Finalized assigned talking points for each member. Committee members will each create their own slide and send to the Committee Secretary to be incorporated into the presentation.</li> </ul> | <i>Members aware</i> |

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| <b>Guest Remarks</b>                             | <b>Honors Convocation:</b> Sarah Brennan receives Scholastic Achievement Lists from Registrar, which she will then pass on to the Provost along with the names of students being honored as Valedictorian and Salutatorian. Will work with Tracking Group to get information on Department Award Recipients.   | <i>Members aware</i>                      |
| <b>Subcommittee Members' Remarks and Updates</b> | <p><b>Subcommittee Updates:</b></p> <p><i>SSAC Visibility Group: Working with Communications Department to try to profile as many students as possible leading up to both Honors Convocation and Commencement.</i></p> <p><i>SSAC Tracking Group: Resolved questions about Departments missing award information. Will confirm Award names for Allied Health in a future meeting. Also in the process of drafting Award Recipient Forms and planning to have them ready by next meeting.</i></p> <p><i>SSAC Academic Criteria Group: No updates.</i></p> <p><i>SSAC Resource Group: No updates</i></p> | <i>Members aware</i>                      |
| <b>Secretary's Remarks and Announcements</b>     | <i>No Announcements</i>  |   |
| <b>Old and New Business</b>                      | <i>No New Business</i>   | <i>Committee chair and members agreed</i> |
| <b>Attendance and Adjournment</b>                |  | <i>5:37pm</i>                             |