Minutes
The Senate Scholarships and Awards Committee [SSAC]

Presiding: Lang, Damaris-Lois Y
Minutes Prepared By: Shaw, Ronette
Present: Gyan, Joseph; Munoz, Victoria; Subert, Maria; Mitchell, Sherese; Hammonds, Theresa; Rodriguez, Yoel, Rayo, Rocio
Absent: Santana, Leana
Guests: Brennan, Sarah

TOPIC	DISCUSSION	DECISION / ACTION
Call to Order and Confirm Quorum	Quorum	*3:42pm*
Acceptance of Agenda and Acceptance of Minutes	*Members accept meeting agenda and minutes from previous meeting March 12, 2020.*	*3:45pm*
Chair's Remarks and Agenda Items	**Chair's remarks and Agenda Items** **Award recipients and Description Templates Access:** • Chair and members discussed approval of the link for award recipients and description template. Chair indicated the links will be made available on the SSAC web page. • Discussed potential alternatives cancelation or postponing Honors Convocation, members suggested scheduling Convocation ceremony in the Fall 2020 or considering a virtual platform to recognize award recipients. • Committee voting issue as to the total number of recipients for the GAEF fund. Members consider a limit of 3 or 4 recipients for monetary awards. Voting item: Should the GAEF fund be limited to 3 students 1-no 7-yes **Vetting GAEF Recipients** • Members all agree to revisit discussion pertaining to award Pins for our follow-up meeting once the date has been determined. • Committee revisit eligibility criteria for GAEF. Members agreed emphasis on established criteria must be communicated to each department.	Members aware. Members agreed there is need for further discussion. Voting results: GAEF fund limits 3 student per department

- Ceremony is organized by OAA Sarah Brennan is involved and we are discussing at next meeting.

Presidents List Update
No updates at this time.

Annual Honors Convocation Awards and Description Deadline

- Chair suggest members contribute ideas towards a potential virtual Honors Convocation Award ceremony due to current Covid-19 pandemic restrictions.
- Discussed creating a formal letter for students for distributed for students receiving awards.
- Members have agreed to an earlier meeting prior to April 30th to discuss ideas related to a virtual ceremony, awards and suggestions to recognizing students using social media.
- Chair indicated the meeting *Doodle* will be sent out briefly to establish an early meeting date.

Guest Remarks	*Sarah Brennan*	
Subcommittee Members' Remarks and Updates	*SSAC Visibility Group: Ms. Rayo discussed creating some visibility content for Departments and programs can utilize to communicate information to awards recipients* *SSAC Tracking Group: Ms. Munoz discussed potential approaches to* *SSAC Academic Criteria Group: Ms. Hammonds will to review* *form with chair to finalize.* *SSAC Resource Group: Prof. Rodriguez confirmed finances are available* *for*	*All members present aware.*
Secretary's Remarks and Announcements	*Next meeting date:* Doodle for early meeting will be distributed by the Chair and members will be informed about next meeting date.	
Old and New Business	*Old Business: None* *New Business: None*	
Attendance and Adjournment	*5:18 pm*	