

MINUTES

THE SENATE SCHOLARSHIPS AND AWARDS COMMITTEE [SSAC]

Presiding: Lang, Damaris-Lois Y

Minutes Prepared By: Shaw, Ronette

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

Absent: Santana, Leana; Gyan, Joseph

Guests: Sarah Brennan

TOPIC	DISCUSSION	DECISION / ACTION
Call to Order and Confirm Quorum	Quorum	3:48pm
Acceptance of Agenda and Acceptance of Minutes	<i>Members accept meeting agenda and minutes from previous meeting April 16, 2020.</i>	3:50pm
Chair's Remarks and Agenda Items	<p>Chair's remarks and Agenda Items:</p> <p>Vetting GAEF Recipients: Chair and committee members revisited the GAEF criteria checklist. <i>Academic Criteria Chair</i> Ms. Hammond presented the GAEF awards criteria checklist. The list is implemented as a guide for departments selecting award recipients for monetary distribution. Committee chair recommends placing this checklist on the SSAC website as a fillable document. Members agreed.</p> <p>Dean's List and Presidents List Further discussion regarding Deans list ongoing. Ms. Hammond and Ms. Mitchell agreed to follow-up on student list from registrar.</p> <p>Annual Honors Convocation Committee members suggestions to developing a Virtual Award Ceremony:</p> <ul style="list-style-type: none"> • Construct video clips involving departmental chairs, coordinators and faculty to present names of award recipients potentially utilizing current student profile pictures. • Discussed SharePoint access for all members. • Proposed change the deadline for names submission for award recipients as SSAC departmental point persons obtain names of award recipients (Gold, Silver and Bronze). • Ms. Brennan discussed considerations regarding funding for awards, stoles and pins. 	<p>Ms. Rocio and Hammond volunteered to convert approved document for SSAC website.</p> <p>Prof. Yoel and Ms. Rayo volunteered to collaborate on voiceovers with student names also follow-up with Hostos Communications Department and provide feedback to committee during next meeting.</p>

Guest Remarks	Ms. Sarah Brennan commended all Committee proposal for the Virtual Ceremony. Discussed current limitations related to Covid-19 restrictions and considerations into all options and/or suggestions set forth by the committee and necessary technology requirements to implement the proposed plan of action.	Ms. Brennan will follow-up with committee during the next scheduled meeting.
Subcommittee Members' Remarks and Updates	<p><i>SSAC Visibility Group: Ms. Rayo and Prof. Yoel both volunteered to create virtual examples for the upcoming ceremony and present content during scheduled meeting.</i></p> <p><i>SSAC Tracking Group: Ongoing projects</i></p> <p><i>SSAC Academic Criteria Group: Ongoing projects</i></p> <p><i>SSAC Resource Group: Ongoing projects</i></p>	<i>All members present aware.</i>
Secretary's Remarks and Announcements	<i>Next meeting date: 04/30/2020</i>	
Old and New Business	<p><i>Old Business: None</i></p> <p><i>New Business: None</i></p>	
Attendance and Adjournment	<i>5:18 pm</i>	