



<b>Guest Remarks</b>	Ms. Sarah Brennan volunteered to continue working on the GAEF form with the Academic Criteria group, develop a formal letter to be distributed to all departmental chairs outlining the deadlines for submitting names of award recipients.	
<b>Subcommittee Members' Remarks and Updates</b>	<p><i>SSAC Visibility Group: Various projects ongoing,</i></p> <p><i>SSAC Tracking Group: Various projects ongoing,</i></p> <p><i>SSAC Academic Criteria Group: Various projects ongoing,</i></p> <p><i>SSAC Resource Group: Various projects ongoing,</i></p>	<i>Subcommittee members agreed to meet over the next few weeks leading up to Honors Convocation.</i>
<b>Secretary's Remarks and Announcements</b>	<i>Next meeting date: 05/14/2020</i>	
<b>Old and New Business</b>	<p><i>Old Business: None</i></p> <p><i>New Business: Further discussions concerning virtual certificates</i></p>	
<b>Attendance and Adjournment</b>	<i>5:40 pm</i>	