

SAAC meeting (minutes)

Tuesday November 6th (c-building, c-591 at 3:15-4:45)

Presiding: Lang, Damaris-Lois Y

Present: Castro, Karina; Gyan, Joseph; Hoiland, Sarah; Rodriguez, Yoel; Shaw, Ronette; Subert, Maria.

Absent: Rayo, Rocio; Bly, Djehamou; Onovo, Grace; Pineda, Kelvin; Vasquez-Isan, Elys.

1. Call to order and confirm quorum (called to order)
2. Acceptance of agenda and acceptance of minutes (previous minutes pending for next meeting).
3. Chairs remarks and agenda items:
 - Teresa is unable to join the committee but will continue to attend the committee meetings as a guest.
 - All accepted agenda

1.Resource group first agenda: will work through general award fund. The office of institutional advancement can look for awards within departments independently with suggestions from SACC.

2.General award fund Presented by members of the subcommittee: Karina Castro and Yowel Rodriguez:

The subcommittee members outlined academic criteria for award funding to be presented to the president. Distributed a visual model outlining funding distribution for the general awards fund. Each department establishes candidates for each award Gold, Silver or Bronze. The Senate Scholarships and Awards Committee (SAAC) will provide funding (when available) for identified recipients of the awards based on the established criteria.

- Awards Criteria: (based on projected funding)
- Each department may receive from SACC (based on funding) monetary awards at a maximum of 1000 dollar.
- Departments can distribute the funds for each award with a minimum of 100 dollars per award and the maximum outlined below:
 - I. Gold max 500
 - II. silver 300
 - III. bronze 200

NOTE: SACC members agreed departments can choose to identify multiple students for any individual award (Gold, Silver or Bronze) but the suggestion is for departments to seek funds from independent donors.

Continued discussion related to monetary distribution for larger departments receiving more funding compared to smaller programs were taken into consideration.

Dr.Lang clarified to the committee: current award allocations are solely based on information received from data collected at the prior honors convocation and the current list of departmental awards have the potential to differ year by year. Presented proposed budget for academic awards is on the president's agenda for November 2018. The current budget reflects an equal dissemination of award money across the departments.

The President's criteria list has been approved by members of the committee. In establishing the President's awards criteria, the general focus is to recognize high academic achievers.

Committee members vote for *award criteria* call on by Dr. Lang: (action #1)
Results: members 7 present (8/8-yes)

Topic:

Academic Criteria list: (*Outline presented*)

List outlines for general awards: departments should select at least 2 criteria from the 14 sections on the GAF- checklist.

- Recommended in the future to outline a description or exemplar of student's profile.
- Google document can be created to support this process in the future.
- Language to outline further the criteria in the language used to describe the criteria.
- Suggested to use the cuny first course attributes to further define the criteria.

Committee members Vote #2: results (8/8)

Visibility group:

Discussed their collaborative process to ensure increasing visibility of scholarships currently available for students. Venues for visibility include social networks, email blasts.

Academic Criteria:

Secretary remarks: none

New business:

- I. Required each Fall semester (recommended -September) the committee will request awards from each department
- II. Suggested establishing a Google doc or Share folders where members can access/share information.
- III. Proposal to SGA for funding for supplies for certificates for Honors Convocation (sustainable yearly budget for the certificates)

Old business: none

Meeting adjourned.