USC COLLEGE OF EDUCATION
Student Affairs Committee
Meeting Minutes, October 4, 2005
9:00 a.m. to 9:30 a.m.
Dean’s Conference Room

Present: Michelle Maher*, Colette Dollarhide* (co-chairs), Herman Knopf, Dave Virtue, Mike Welsh, Peter Werner, Emmie May, Gloria Price, Irma VanScoy

Italics: Status of item
Bold italics: Action item

I. Update on meeting with Student Affairs on database of applicants
   a. Maher, Dollarhide, May and VanScoy met in Student Affairs to see database they keep on scholarship applicants. Their current form will provide documentation that will be helpful for committee members and for Gloria in preparing for Awards Ceremony. Emmie will follow up on database changes for Gloria.

II. Status on changes to scholarships proposed by Student Affairs committee
   a. Since Chris Beckham has resigned from the College, follow-up for changes to scholarships will have to be made with Chris’ replacement. Status: Pending.

III. Report on current status of departmental scholarship award amounts
   a. Gloria distributed one sheet for every department on which each scholarship was listed with expendable amounts.
   b. Discussion involved how much of each award was expendable. There were concerns about endowed scholarships which are self-renewing, and unendowed scholarships which could be depleted if all expendable funds were awarded.
   c. Gloria will revise the form into column format for each department: Award name, endowed or not, amount. She will distribute this information at the next meeting.

IV. Report on current status on college-wide scholarship award amounts
   a. Gloria distributed copies of the amounts for each of the four college awards as follows:
      i. Peabody: $20,000 (approximately); $1500 each award, multiple recipients
      ii. Poda: $1,504.47; $750 each award, one recipient
      iii. Stoddard: $5,323.60; $1000 each award, one recipient
      iv. Wardlaw: $2,510.02; $1000 each award, one recipient

V. Departmental awards documents will be distributed at next meeting, so that members can take the form to their departments and facilitate discussion of scholarships. The February 1 deadline for getting recipients’ names to Gloria was emphasized.
VI. MEETING SCHEDULE

a. Next meeting: Tuesday, November 1, 11:00 a.m., Dean’s Conference Room

b. Spring Peabody awards must be read before Monday, Nov 28!

c. Peabody award meeting: MONDAY, NOVEMBER 28, 2005, 2:00 – 4:00 p.m., Dean’s Conference Room