

SCHOLARSHIP

MONTHLY AD HOC COMMITTEE REPORT

DATE & LOCATION

OF MEETING:

August 29, 2017, Law Center W 326 B Conference Room

ATTENDANCE:

Jennifer Gomez, Jake Henry, Melonie Milton, Elizabeth Green

NON-ATTENDANCE:

Nancy Arnold, Jennifer Braud, Jade Etheridge, Kristen Hernandez, Stephanie Heroman, Osmar Padilla, Jennifer Springstead, Megan Stone

SUMMARY:

- Began with intros and a quick history review of this committee from previous members.
- Discussed process of selecting staff member for fee scholarship.
 - There were a lot of questions about this process and potential revisions that should be made.
 - Committee agreed that once the list of eligible staff members is sent to Jake, there will be an email drafted (by chairs and approved by exec) and sent to all of these eligible candidates. The email will state that they have been selected as a potential recipient and that they should submit a letter of interest (300 words max.) no later than X date. All letters will be submitted to the Staff Senate general email and Melonie will put them in to a folder on the scholarship drive for the chairs to distribute to the committee to make an official selection.
- Discussed needing volunteers for Kendra Give Back Night.
- Set dates for Fall events:
 - November 2 – Kendra Scott give back night
 - Door decorating contest (\$20) – 1st week of December
 - Holiday Candy Grams – Cut off for ordering Nov. 29th, assemble and deliver by December 1st. Create easy (but nicely decorated) sticker to stick on to candy for faster assembly.
- Will discuss Spring dates at next meeting
- Jake will send out doodle poll to determine meeting dates moving forward.
 - Will most likely take place the last week of the month.

STRATEGIC PLAN UPDATE ON GOALS:

There will be an update on goals when a strategic plan has been created.

Submitted By: