

## SCHOLARSHIP

### MONTHLY AD HOC COMMITTEE REPORT

#### DATE & LOCATION

##### OF MEETING:

November 2, 2017, 3319-G Patrick F. Taylor Hall, CM Conference Room

##### ATTENDANCE:

Nancy Arnold, Lynn Nahmens, Melonie Milton, Elizabeth Green, Jennifer Springstead

##### NON-ATTENDANCE:

Jake Henry, Kristen Hernandez, Osmar Padilla, Megan Stone, Jennifer Braud

#### SUMMARY:

- Set future meeting dates: suggestion 10 am, 1<sup>st</sup> Thursday of every month
  - A second meeting in November was requested and is tentatively set for November 21<sup>st</sup>.
- Calendar of Events
  - Kendra Scott Gives Back Night: November 2, 5-7 pm
  - Holiday Door Decorating Contest
    - Theme will be ‘All Abroad the Cheaux Cheaux Train. Applications are due by December 1<sup>st</sup>, Judging will take place on Thursday December 7<sup>th</sup>. Jennifer and Melonie both have access to a golf cart for the day.
    - The contest flyer will need to be advertised on the Staff Senate website and Facebook, through the Presidents Broadcast email, and through Campus Life website. Jennifer will contact Craig Marcus with Campus Life.
    - Entry fee (\$20) will be collected via paper form.
  - Candy Grams
    - Lynn will call Mathern’s and Rouses to see if we can purchase candy at cost. Melonie will reach out to Brian with Campus Federal as he has stated in the past that they can donate candy. Orders will be due November 27<sup>th</sup>, and all grams will be deliver by December 1<sup>st</sup>

- Advertise through Broadcast email. Reach out to the Foundation, TAF, Alumni, Pennington, Vet Med, Continuing Ed., and Campus Federal.
  - Mini self-adhesive bows will be purchased to use instead of curling ribbon in an effort to streamline the creation process.
  - Payments and selection will be handled through the link provided by the Foundation. Elizabeth will reach out to Casey Bennett to make sure that is prepared and that the funds are deposited into the correct account.
- Staff Scholarship
    - Jake is still attempting to procure a list of eligible candidates from Office of Enrollment Management. The point of contact for this is Ellen Block, and it may be beneficial to CC her boss Christine Day on any correspondence. Tammy should have historical knowledge on this issue.
    - The committee discussed altering the selection process to involve applications. It was suggested that an email be sent out (every semester, via Broadcast) to all LSU Staff members stating that any qualified applicants should submit a short paragraph and application through the Staff Senate website. This would be done prior to the semester awarded, in an attempt to bypass the difficult process of procuring the list of eligible candidates. Applicants would then be vetted and awarded in the current semester. The committee would need to create a form for applications and decide who collects the applications. This idea will be discussed with the Executive board.

**STRATEGIC PLAN UPDATE ON GOALS:**

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

**Submitted By: Elizabeth Green**