

COMMITTEE: Academic Awards Committee

MEETING DATE: January 11, 2024, from 2:00-3:00 p.m. in Teams

PERSON PRESIDING: Ann Maria Bell

REGULAR MEMBERS IN ATTENDANCE: Ann Maria Bell, Christine Kowalczyk, Christy Rhodes, Raychl Smith

REGULAR MEMBERS NOT IN ATTENDANCE: Cameron Eigner, Mi Hwa Lee, Rose Haddock, Jennifer Daugherty, Ruby Ye

EX-OFFICIO MEMBERS IN ATTENDANCE: Sarah Williams (representative of the Provost), Yolanda Holt (representative of the Provost for REDE)

EX-OFFICIO MEMBERS NOT IN ATTENDANCE: Phyllis Horns (representative of the Vice Chancellor for Health Sciences), Thompson Forbes (representative of the Chancellor), Kayla Cornett (representative of the Student Body), Pam Reis (representative of Chair of Faculty)

GUESTS IN ATTENDANCE: None

RECORDER: Christine Kowalczyk, Academic Awards Secretary

Dr. Bell called the meeting to order.

Dr. Bell asked for any updates from the Selection Committee Chairs. No updates were provided. Dr. Bell thanked all committee members for their help in the award selection process.

Dr. Bell asked for any non-AAC members to leave the meeting. The committee discussed the recommended updates to the award guidelines. Each revision was discussed which would apply to all awards. No vote will occur until the next meeting. The updates are provided in Teams (2023-2024/Award Guideline Edit Drafts for Discussion / Editing suggestions common to all applicable award (2)). Committee members are asked to review these revisions and provided any feedback before the next meeting.

The recommended revisions are in the following areas:

- Date by which nomination letter should be provided to nominee.
- Time the portfolio is due.
- Order of listed materials that need to be included in the packet.
- Clarification that “information sheet” and “photo” do not count in page limit.
- Align wording about information sheet to actual process.
- Removed references to Vice Chancellor for Research and Engagement, Vice Chancellor for Health Sciences and Health Sciences Division.
- Align wording of guidance document with actual procedure.

It was requested that the individual award revisions be reviewed, and they will be discussed at the February meeting.

Please reserve April 22, 2024, 5:00 pm – 7:00 pm to celebrate the award recipients and nominees. The next AAC meeting is scheduled for February 1, 2024, at 2:00 pm in Teams; Selection Committees will meet ad hoc in the interim.

Dr. Bell adjourned the meeting at 2:57 p.m.