

## **2013 WCCFT Scholarship Committee**

### **Meeting minutes**

**Tuesday February 26, 2013**

**12:00-1:00pm**

In attendance : Barbara Chakmakjian; Frank Salamone; Joanna Peters; Rita Glaser; Judy Marano; Virginia Falcone; Mary Lou Sgro; Yvonne Rode; Barbara Connolly.

### **Introductions**

### **Dispersal of Scholarship Monies**

Currently \$6000 in scholarship money: 2 to continuing students and 1 to a graduating student of \$2000 each.

Discussion on changing award amounts: more scholarships for less money or ratio of continuing /graduation scholarships. Vote unanimous to keep 2 continuing and 1 graduation awards of \$2000ea.

2012 application pool was @25 essays. Graduating student winner announced at ceremony and the funding went to the Foundation.

The idea was brought up to award scholarships to only continuing students with approval by all.

This may need to be approved by Board. Next Board meeting is tomorrow (2/27), JP will see if she can find out. Awarding only continuing students will keep money in house. We may need to wait until next year to make changes to award distribution.

### **Application packet changes and additions:**

Includes faculty recommendation (since last year)

We will need to note change from 2 cont./1 grad student to 3 cont. students/1 graduating student if change in award distribution approved.

Application packets will go to JP and Yvonne Rode.

Essay: We want to encourage personal experience along with the research aspect, so the essay reflects both the research and the student's voice.

Topic: Well researched and documented (MLA) 500 word essay on the The Value of Unions in the Workplace (Case Studies, History and Personal Experience).

We had a discussion of "strong Grade Point Average": what exactly does this mean? Offered leeway previously in choosing essays (better essays w. slightly lower GPAs). Decision to set a minimum of 2.5 or above.

Add line for Student ID number in the application.

Due April 5<sup>th</sup> to JP; also suggested adding YR (in Lib 124a) as additional drop off as Library has longer opening hours than other depts.

Change on faculty recommendation page

From: Recommend      \_ with reservation      \_ strongly      \_ enthusiastically

To: \_Recommend      \_Strongly Recommend    \_Enthusiastically Recommend

JP will revamp form.

Will need help for sending acceptance/refusal letters.

### **Promotion and Distribution of Scholarship Info**

BC spoke to Gloria Meisel about creating a LibGuide to help students find information on unions. YR will help GM with guide. Will include link to e-version of scholarship packet and contact information for committee members. (LibGuides from library home page > research guides. Guide name tbd).

Talk to Adam Frank about putting scholarship info on screen savers in computer labs; Pat Hennessey to add to MyWCC & website. Also look into promoting on college TV; radio; SGA, *Viking News*: use blurb on final page in packet.

Distribute forms to Division Offices and Extension sites (FS & RG); post on bulletin boards, website.

Include committee member contact info on form.

### **Essay Review and Selection**

Last year all members read all essays, used rubric.

Paper has to be documented: This may preclude students in developmental classes from applying, but students can ask for help from faculty or librarians.

Use last year's rubric; C&L1 rubric more complex.

### **Award Recognition**

If not graduating student: Previously had union ceremony, students presented to Board about what they were doing. Perhaps present to union again.

### **Next meeting:**

Tuesday April 9<sup>th</sup> @ noon for review of applications.

If too many applications will divide up and discuss again Tuesday April 16<sup>th</sup> @ noon.

**26.02.2013 YR**