

Agenda  
Student and Faculty Honors Committee  
February 11, 2005  
8:30-10:00 a.m., 130 HULLIHEN HALL

1. Selection of day's recorder
2. Approve minutes of [January 14, 2005](#)
3. Alison Award
  - Invitations sent to deans/chairs and faculty
  - Revision of "national and international letters" requirement to "\_\_\_\_and/or\_\_\_\_"
  - Continuing efforts to motivate more and better dossiers (chairs' caucus, Alison Society, etc.)
4. Excellence Awards
  - Working with Cindy Csai to finish/revise website and database
  - Letters to winners revised ([faculty teaching](#), [TAs](#), [advising](#))
  - Email invitation to students sent out (revised slightly since then to forestall submissions to chair)
  - Number of nominations received so
  - Publicity for alumni and faculty/staff
  - The screening of nominations that members will do before March 11 meeting
5. Eligibility criteria for Excellence Awards (especially the Army and Air Force ROTC faculty—Phil)
6. Adequacy of awards letters sent to students (Katharine)