

Minutes
Faculty Senate Student and Faculty Honors Committee
Friday April 13, 2007
Room 130 Hullahen Hall

Present: Aparna Bagdi, Mohsen Badiy, Bob Davis, Linda Gottfredson, Heidi Kaufman, Katherine Kerrane, Diane Wright, Jonathan Urick, Zachary Schafer

Approved minutes from 3/16/07 meeting, with one correction (added that homecoming mailing should have a link to Excellence nomination form)

(Acting) Chair's Report

- Discussion of procedure for notifying Alison Award winner: S&FH Chair notifies UD President by email, President notifies recipient and confirms his/her participation in award ceremony (a condition of receipt). Chair cc's director of Public Relations (John Brennan) on email to President so can be ready to do PR when notification completed
- Discussion of success of Face book ad for Excellence nominations: Agreed that the committee should continue to keep up with changing technology to invite nominations from UD community

Alison Award:

- Reviewed the six candidates and selected a winner
- Agreed that dossiers should be returned to the deans' offices with explanation that winner's dossier, which will be available in the relevant dean's office, illustrates effective dossier.
- Feedback will be given to the deans on how the dossiers of two strong candidates (R & D) could have served the candidates better
- Agreed that we should provide more guidelines for dossiers. Suggestions included:
 - Specifying standard format, appearance, and organization of dossiers (table of contents, binder, etc.)
 - Some disciplines (science, for example) are hard to assess if the letters contain jargon. Those who ask for letters should make clear that they are being read by people outside the field
 - Letters from previous years may be submitted, but new letters are required. New and old letters should be put in separate, marked sections of the binder
- Discussed creating a qualitative rubric for evaluating Alison Award dossiers, much like that used for evaluating the Excellence nominees. Will discuss this more fully at the May meeting
- Jonathan suggested that letter writers be instructed to discuss the implications or broader contributions of the meritorious research and mentoring they describe. He will suggest some wording for the Alison checklist/instructions at the next meeting

Application for new award for the Honors Day Program booklet

- Trofimenko Memorial Prize: Does not meet various criteria, including specification of 3.0 GPA and minimum funding. Will be returned to department for possible resubmission

Topics for next meeting:

- MIS Team project presentations, including online committee calendar with links to instructions and templates for routine committee business
- Generating more nominations: Zack and Jonathan will develop a list of ways to reach students with nomination forms
- Change Advising award and to Advising *and* Mentoring

Submitted by Heidi Kaufman