

## Scholarships & Academic Awards

### Meeting Minutes

3 April 2024, 9:00-10:20 am, Gateway 2

Present: Amy Gates (Chair) | Leigh Dillard | Kaine Ezell | Shannin Schroeder | Felicia Steele | Kevin Stemmler | Chris Lockwood (Affiliate) | Jessica McCole (CO)

Absent: Carie King (Affiliate)

### *Reports/Discussion*

- 1) Summer Program Scholarship (A. Gates): One incomplete application was received; no Summer Program Scholarship was awarded this year.
- 2) NEHS/ELA Winter Awards updates (C. Lockwood): ELA: first round of first writing competition; NEHS writing awards also needed to submit videos. Considering adjustments to the video submission process. Response to the script writing contest was great; awarded Norton *Shakespeare* volumes.
- 3) AwardSpring updates (J. McCole): Working with Chris to do ELA and NEHS. Since Spring cycle is such a huge one, Namon worked on it. Jessica and Chris worked to make ELA and NEHS submission process more user-friendly with logic tree/conditional logic. Do the same for Sigma Tau Delta for the Fall. Deadline changes?
- 4) Internships (F. Steele): Two students considered for the Norton's best contest. (They are using the *Review* to look for good essays).

### *Old Business*

- 1) Effective Recommendation Letters – Recommend during the report to the Board that appropriate CO staff member(s) make the unlisted *YouTube* link to the video by S. Schroeder, edited by C. King, and posted by K. Mudd as “Writing Effective Recommendation Letters” (<https://youtu.be/JxEBjJPxn1A>) more broadly available: included in e-mails re: scholarships, awards, grants, and internships; on the website; in AwardSpring area for and/or notification request to recommenders.
- 2) Senior Scholarship Language Question from L. Dillard: Confirmed that students need be enrolled for only one additional semester to qualify—that is, students graduating the upcoming December would qualify for the Senior Scholarship.
- 3) Requirement for official transcripts for Study Abroad Scholarships: Request to drop this requirement was approved by the Executive Board, so no further action by the Committee needed. Recommend during the report to the Board that appropriate CO staff member(s) intentionally include the word “unofficial” in the description any time we request a transcript (e.g., website, email blasts, PowerPoint presentations).
- 4) The approved First-Year Graduate Scholarship and the Short-Term Study Abroad Scholarship are not being offered in AwardSpring this cycle as the Committee intended.

Must continue to try to get these listed on the website and included in the appropriate award cycles.

### *New Business*

- 1) New “1924 Scholarship” requested by the Centennial Committee (S. Schroeder):
  - a. The 1924 Scholarship will have a single winner and will first be offered in fall 2024.
  - b. Depending on how it is received and funded, the 1924 Scholarship may be awarded two times per year.
  - c. Language as written by S. Schroeder was approved and should be added to the website.

## **The 1924 Scholarship (\$1924)**

### **Next Due Date: Fall 2024 Award Round**

Students who are currently undergraduates are eligible for this scholarship, which is awarded to an applicant who exemplifies the mission of the Society. Successful applications will emphasize the student's dedication to and efforts for Sigma Tau Delta at the local, Regional, and/or international levels, and evaluators' scores for this section will determine whether a student is considered for the award. Applicants should also explain how their ongoing work fosters the study of literature, language, writing, and literacy in English and English-related disciplines.

Before receiving this scholarship, successful applicants are required to provide proof of registration as full-time students in the programs described in their applications. Should winners not be able to provide such verification at the beginning of the fall semester following their application process, their awards will be given to another exemplary student.

### **Scholarship Eligibility Criteria**

- **General Eligibility Criteria**
- Currently an undergraduate student
- Plan to be enrolled as a full-time student during the academic year that begins next fall

- 2) P. C. Somerville Awards for Future Teachers Language Adjustment:
  - a. Discussion regarding adjusting the language for this award to run on a more inclusive calendar, such as allowing recent/fall graduates to apply in the spring when they would be likely to be about to embark on their first contracts. Adjust so that the requirement be that one must be hired some time in the calendar year after the award is made? As an extra incentive, waive the NEHS or ELA chapter fee for the school where the awardee is employed in the year the awardee is hired.
  - b. During the Board Report, request \$4000 budget increase for the fall cycle; this will allow awarding four P C. Somerville Awards per year.

MOTION 1: The Scholarships and Academic Awards Committee moves to award the P. C. Somerville Awards for Future Teachers both in fall and in spring and to adjust the award description to indicate that winners will provide verification of their initial teaching contract by the beginning of the semester following their application process—that is, the semester following graduation. The fall award will begin with the fall 2024 cycle to be awarded in spring 2025. In addition to the monetary award, winners will have the sign-up or annual fee for NEHS or ELA waived for one year for their school. We will craft the specific language for this change following the Board Meeting. We request an additional \$4000 per year in the budget to accommodate two additional awards for a total of four awards per year.

- 3) Summer Program Scholarships:
  - a. Discussion about whether these are serving our current needs and whether we need to revisit intentions of the scholarships or requirements.
  - b. Consider adjusting language of the Summer Program Scholarship to remove current undergraduate requirement status to allow for continuing education certificate programs.
  - c. Add examples and links to eligible programs to help potential applicants understand how this scholarship might be used.

MOTION 2: The Scholarships and Academic Awards Committee moves to adjust the language describing the Summer Program Scholarship to open it for more applicants, including alumni, by removing eligibility language about applicants being current undergraduates. We will provide examples and links to summer programs, including certificate programs, that would qualify for the Summer Program Scholarship. We will craft the specific language for this change following the Board Meeting.

[N. B. Withdrawn following discussion during the Board Meeting; will reconsider at next meeting.]

- 4) Names of scholarships (Senior, First-Year Graduate, Graduate, etc.): Is naming for the year in school the best option? (A. Gates) – Revisit in the future
- 5) Impact assessment of Regents' Equity Awards (F. Steele):
  - a. Are they being awarded? Does the Central Office have any feedback about the process? Are they encountering any hurdles?
  - b. Request from CO in future.
- 6) Evaluator Recruitment/Recommendations for spring awards season (F. Steele and A. Gates):
  - a. Use End-of-Year Chapter Report as a possible place to recruit?
  - b. Send email to all advisors regarding evaluation, conventions, committees, etc.?
  - c. Do not want faculty to be overworked.

- d. Two-tiered process for WCJ; K. Ezell will send notes re: process to A. Gates
  - e. Reminder that evaluating helps advisors mentor students who are applying.
  - f. Update the evaluator volunteer form and have available at the PP event and the Regents' meetings; J. McCole will work on that.
- 7) New Sophomore Scholarship? – Revisit in the future.
- 8) Discussion about AI and Applications and Suggestions:
- a. Collect resume sections in chunks in AwardSpring
  - b. Request/recommend that information be quantified in the letter
  - c. Questionnaire for recommenders and certification