

Institutional Advancement Committee

MINUTES

FEBRUARY 2, 2018

10:00 A.M.

INFOCISION STADIUM

MEETING CALLED BY	Jared Coleman, chair
TYPE OF MEETING	Monthly Meeting
PRESIDER	Jared Coleman, chair
NOTE TAKER	Barb Pizzute, secretary
	Members: Barb Pizzute, Jared Coleman, Steve Weeks, Steve Kaufman, Bob Gandee, Michele Novachek

Agenda topics:

10:00 – 10:05 CALL TO ORDER JARED COLEMAN

DISCUSSION	<ol style="list-style-type: none"> 1. The chair called the meeting to order. He asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. 2. The chair asked for additions or corrections to the December 1, 2017 minutes. There being none, the minutes were approved first by Steve Weeks and second by Steve Kaufman. Minutes then approved by unanimous consent. The minutes will be posted to the UC SharePoint site.
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UNFINISHED BUSINESS

JARED COLEMAN

DISCUSSION	During today's meeting we will be discussing parts of the "tool kit" for scholarships
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PRESENTATION TO UC COUNCIL

JARED COLEMAN

DISCUSSION	<p>Items Discussed:</p> <p>Jarrod shared with the group the temporary placeholder page on Brightspace has been created. We then discussed ideas of what we need to place on this page that will be helpful tools for everyone during the scholarship process.</p> <p>Group discussed opening the following areas:</p> <ul style="list-style-type: none"> • Introductory Section • Scholarship definition • Scholarship Cap • Contact Information for each college • Timeline for scholarships • How to get started • Key contacts (i.e. Mary Schadle) • Discussion Forum for everyone to leave comments, questions and such. • Announcement on Digest when this is ready to roll out. • UA scholarship resources – how to find <p>The website will be put together based on the above – at the next meeting we hope to be able to view the template as a group.</p>
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