



Cerritos College

11110 Alondra Boulevard, Norwalk, California 90650

Academic Excellence Committee
Chair, David Betancourt, dbetancourt@cerritos.edu
November 15, 2016
11:00 a.m., CTX Conference Room

___ Abbruzzese, Mark
___ Betancourt, David
___ Carroll, Dani
___ Cheatham, Teresa
___ Gersitz, Lorraine
___ Graf, Marvelina
___ Johnson, Debra
___ Murguia, Stephanie
___ Samarin, Rachel
___ Sanderson, Janet
___ Shimazu, Cheryl
___ Smith, Felicia
___ Tolson, Miriam
___ Vasquez, Graciela
X = Present

AGENDA

1. AEC Activity Timeline
 - December: Division Reps remind faculty regarding AEA (forms out in January)
 - Monday, January 9, 2017 – Nomination forms distributed to faculty
 - Tuesday, January 10, 2017 – Student data distributed to department chairs
 - Friday, January 27, 2017 – Signed Nomination forms with transcripts attached are due to Division or AEC Representative
 - Tuesday, March 7, 2017: AEA student photo session
 - Thursday, March 30, 7:00 p.m., 2017 – Academic Excellence Awards Program in Burnight Theatre
2. Contact Info Sheet for fall students:
 - a. discuss past practice (update process?)
3. Keynote Speaker: Paula Pereira
4. Improvements overview in 2017 ceremony: students on stage with risers
 - a. See attached for staging
 - b. Eliminate green room photographs (backdrop located in reception area)
 - c. Each faculty member reads narrative (submission and vetting process remain)
 - d. Students receive narratives at check-in and give to faculty member
 - e. Student names on chair, plaques on tables
 - f. Faculty meet student at wings of stage (alternate sides)
 - g. Faculty names on seats in auditorium
 - h. Student remain on stage for duration
5. Committee Calendar
 - Friday, January 27, NOMINATION FORMS ARE DUE!
 - Tuesday, January 31, 11am, CTX Conference Room
 - Tuesday, February 21, 11am, CTX Conference Room
 - Tuesday, March 7, 11am, Student Center Stage (photo reception and meeting)
 - Tuesday, March 21, 11am, CTX Conference Room
 - Thursday, March 30, 7pm, Burnight Theater Academic Excellence Awards Ceremony
 - Tuesday, April 18, 11am, CTX Conference Room



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Academic Excellence Ceremony
Stage Set-up 2016-2017

