



Cerritos College

11110 Alondra Boulevard, Norwalk, California 90650

Academic Excellence Committee
Chair, David Betancourt, dbetancourt@cerritos.edu
January 26, 2016
11:00 a.m., CTX Conference Room

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

AGENDA

1. AEC Activity Timeline

- Friday, February 5, 2016 – Signed Nomination forms with transcripts attached are due to Division or AEC Representative
- Tuesday, February 16, 11:00 a.m., CTX; Committee Meeting (review apps!)
- Tuesday, March 22, 2016: AEA student photo session & Meeting
- Thursday, March 31, 7:00 p.m., 2016 – Academic Excellence Awards Program in Burnight Theatre
- Tuesday, April 19, 11:00 a.m., CTX; Committee Meeting

2. Update of Key Components of AEA Ceremony

- Keynote Speaker Confirmed: Mark Fronke
- Continued email notification to faculty: Betancourt
- Invitations to Administrators and College Board: Betancourt
- Invitations to Foundation Board: Samarin
- Food for AEA Ceremony: Culinary Arts to be contacted by Dani
- Table clothes for ceremony and photo reception: Who will pick them up?
- Flowers for AEA Ceremony: AJ (ASCC) contacted by Felicia
- Plaques: Select Design!; Betancourt coordinate with company
- Program and Certificates (scholarships): Rachel Samarin
- AEA Photo/quotes reception booked: Tolson
- Theater and quad booked for March 31st: ???
- Organize food for photo/quotes reception: Mary Hunt, Debra Schmidt, Cheryl Shimazu, Teresa Cheatham
- Photo/quotes reception, slide show, and photos at AEA ceremony: book Sara Ramirez; Betancourt
- Student Narratives must be transferred to word document: Lorraine Gersitz

3. Discussion Items

- Request to award two students in same area
- Additional items from the floor