



# Cerritos College

11110 Alondra Boulevard, Norwalk, California 90650

Academic Excellence Committee  
Chair, David Betancourt, dbetancourt@cerritos.edu  
January 31, 2017  
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

Tuesday, January 31, student nominations and narrative revisions  
Tuesday, March 7, 2017: AEA student photo session  
Thursday, March 30, 7:00 p.m., 2017 – Academic Excellence Awards  
Program in Burnight Theatre

### 2. Update of Key Components of AEA Ceremony

Keynote Speaker Confirmed: Paula Pereira  
Continued email notifications to faculty: Betancourt/Johnson?  
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: Rachel  
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 30<sup>th</sup>: Miriam Tolson  
Organize food for photo/quotes reception: Debra Schmidt, Cheryl Shimazu, Teresa Cheatham?  
Student Narratives transferred to word document: Lorraine Gersitz

### 3. Committee Calendar

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

