

Academic Excellence Committee (Emailed Meeting) Minutes
Co-Chairs: Teresa Cheatham and Christine Gregory
November 19, 2019 at 11:00 a.m. in LC-51

Members Present: Mark Abbruzzese, Selene Aguirre, Kristine Aslanyan, David Bettancourt, Teresa Cheatham, Dani Carroll, Lorraine Gersitz, Christine Gregory, Debra Johnson, Stephanie Murguia, Rachel Samarin, Felicia Smith, Thad Szabo, Salvador Uribe

1. Committee reviewed the following AEC 2019-2020 activity timeline:

November: Division Reps give information at Division meetings
December: Division Reps remind faculty regarding AEA forms (forms out in January and DUE Feb. 6)
Monday, January 13, 2020: Nomination forms distributed to faculty
Tuesday, January 14, 2020: Student data distributed to department chairs
Thursday, February 6, 2020: Signed Nomination forms with transcripts attached are due to Division or AEC Representative
Tuesday, February 18, 2020: Check names on transcripts and narratives
Tuesday, March 3, 2020: AEA student photo session
Tuesday, March 24, 2020: Check names on plaques and N/S line up list
Thursday, April 2, 2020 at 7:00 pm: Academic Excellence Awards Program in Burnight Theatre

2. Division Reps mention to divisions the following:

- a. requirements for students nominations (3.5 GPA, 30 Cerritos College units completed, 9 units completed in area of recognition, and enrolled at Cerritos College Fall 2019 with a minimum of 2 units)
- b. nomination forms will be out in January and are due FEB. 6 with transcripts and print narratives attached. Narratives should be emailed to David between Feb. 6-18.

3. Committee Reviewed 2019-2020 Committee Calendar:

NEXT MEETING: Tuesday, January 21, 11am, LC-51
Thursday, February 6, NOMINATION FORMS ARE DUE!
Tuesday, February 18, 11am, LC-51 (check transcripts and narratives)
Tuesday, March 3, 11am, Student Center Stage (photo reception and meeting)
Tuesday, March 24, 11am, LC-51 (check plaques and N/S line up)
Thursday, April 2, 7pm, Burnight Theater Academic Excellence Awards Ceremony
Tuesday, April 21, 11am, LC-51 (lunch)