

ACADEMIC EXCELLENCE COMMITTEE

**AEC NOVEMBER AGENDA**

DATE: February 18, 2025

LOCATION: Zoom

CO-CHAIRS: Sean Bonnes and Kristine P. Aslanyan

**AEC Purpose**

- A. Assist the Faculty Senate on issues of academic affairs when Senate delegates to the committee for research, dialogue, recommendations, or resolutions.
- B. Identifies standards for student success
- C. Identifies and rewards academic excellence among students
- D. Coordinates the Academic Excellence Awards program
- E. Monitors trends and practices on issues within the committee's scope and communicates them to the college

AGENDA ITEMS

1. Minutes and Approval (5 mins)
2. AEC Timeline (10 mins)
  - a. **October:**
    - i. Send AEA **Invitation** letters to the Faculty Senate President, who then will forward them to the College President, Board Members individually, Vice Presidents, and the Foundation.
  - b. **November:**
    - i. Division Reps give information at Division meetings
    - ii. Vote for a guest speaker/ascertain guest speaker confirmation
  - c. **December:** no meeting:
    - i. Division Reps remind faculty regarding AEA nominations.
  - d. **January**
    - i. 01/13/25: Nomination forms distributed to faculty.
    - ii. Tuesday, January 14, 2025: Student data distributed to department chairs.
  - e. **February:**
    - i. Thursday, February 13, 2025: Signed Nomination forms with transcripts attached are due to the Divisions or AEC Representative
    - ii. Tuesday, February 18, 2025: Check names on transcripts and narratives before the committee meeting, then review again at the meeting.

- iii. Triple check: Representatives, AEC Chairs, then the committee
- iv. Send reminder invitations
- v. Notify students about awards
- vi. AEC meets in person
- f. March**
  - i. Tuesday, March 4, 2025: AEA student photo session
  - ii. Tuesday, March 25, 2025: Check names on plaques and line-up list in person
  - iii. AEC meets in person
- g. April**
  - i. Tuesday, April 15, 2025, possible committee meeting in PAC
  - ii. Thursday, April 17, 2025, at 7:00 pm: Academic Excellence Awards Program
  - iii. Photography
- 3. Awards Ceremony logistics
  - i. Number of nominees
- 4. Foundation Scholarships
- 5. Keynote Speaker
  - i. Walter Fernandez
- 6. Items from the floor