



Student Affairs and Awards Committee Annual Report of Activities July 10, 2013

Committee Charge:

1. Provide input for increasing faculty participation at student events
2. Communicate faculty/student interaction opportunities to faculty
3. Inform faculty of technology issues with students
4. Review student policies and make recommendations to the Dean for improvement
5. Meet with Student Senate when invited to provide faculty perspectives
6. Serve as judging panel for student competitions
7. Evaluate issues impacting student/faculty relations and make recommendations for quality enhancements.
8. Evaluate student needs, insure that current student services are meeting student needs and make recommendations for new student services or quality enhancements of current services
9. To oversee the allocation of college funds for student travel.
10. To development and dissemination of written policies for naming student recipients of awards and scholarships.
11. Recommend to the faculty and Dean appropriate students to receive academic and/or professional practice or service awards.
12. Recommend to the Dean appropriate students to receive scholarships and provide information and/or recommendations to the University Scholarship Committee.
13. Define criteria to be used in awarding the meritorious service and alumni of the year award, and prepare a slate of candidates for each award for the Dean.

In addition to the above standing charges, the committee was also charged this year to:

1. Perform a "sunset" review of student policy and procedures on the student website and student handbook, and consolidate all student policies into the handbook.
2. In addition, the committee will be responsible for preparing Standards 16, 20 and 22 for the COP ACPE Self Study. There will be more information forthcoming.

Meeting dates:

September 17, 2012; March 20, 2013; May 6, 2013

Issue	Results	Comments
(9/17/12) Handbook/website review and update	Began process of review at 9/17/12 meeting. This process has continued throughout the year, in conjunction with Ms. Massey in OSPA.	We expect the updated, online Student Handbook by the end of the summer.
(9/17/12) Updated student travel procedures	The procedures for student travel and reimbursement were evaluated and updated, including new forms. Information was collected from organization advisors to help with this process. The new procedures will hold students more accountable and will encourage more active involvement in fundraising activities, and in activities like presenting research, participating in committees, or taking part in competitions.	Ms. Massey is the point person for all student travel now, and is well-versed in the forms and procedures.
(9/17/13) ACPE Standards 16, 20, 22	Assigned ACPE sub-committees for Standards 16, 20, and 22, to be discussed/reviewed/updated via email and at future meetings (if necessary). Dr. J. Evans & Ms. Caldwell oversaw #16, Dr. Weidman-Evans #20, and Dr. Sampognaro #22, with Committee members (including students) helping compile each one.	
(3/20/13) Made recommendations for all P4 student awards	Called for nominations from faculty two weeks before the 3/20/13 meeting. At the meeting, we discussed these compiled nominations and made a list of those students we would recommend for each of the six awards that are selected by this Committee. (Five other awards are selected by other faculty or organization advisors.) Forwarded these names on to OSPA.	
(5/16/13) Awarded COP Scholarships for 2013-14 academic year.	Reviewed online applications that were emailed to us and selected recipients of seven COP scholarships. (One of them allowed for two recipients, and one for 6-7.)	Suggestions were made for improving this process for next year, since the online review process was new to the University.
(Ongoing) Recommendations for student travel reimbursement/funding	Reviewed six application packets throughout this year requesting funding for student travel, and forwarded our recommendations to the Dean for final funding decisions: <ul style="list-style-type: none"> • NCPA (1 student) • LSHP (10 students) • APhA (26 students) • CPF1 (5 students) • APhA Student Leadership Institute (2 students) • AACP (1 student) 	