

# UCF Graduate Council

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## PROGRAM REVIEW AND AWARDS COMMITTEE MINUTES

### Minutes of February 21, 2014 meeting

**Members Present**

Diane Andrews, Michael Ciuchta, Alexander Cole, Ahmad Elshennawy, Rich Gause, David Kwun, Tara Snyder

**Recorder**

Kory Kilgore; Barbara Rodriguez

**Guests Present**

Pam Hanson-Phillips

### Welcome and call to order

The meeting was called to order at 9:02 am by Committee Chair Dr. Ahmad Elshennawy and a quorum was established.

### General business

The minutes from the November 22<sup>nd</sup> meeting were reviewed and approved unanimously.

### Awards

The committee reviewed the nominations for graduate student and faculty awards. The committee members were provided with the nominees' entries prior to the meeting along with a criteria sheet to rate the nominees. Ratings were received from the committee members prior to the meeting and compiled by Pamela Hanson-Phillips. The results were displayed to facilitate discussion.

Discussions were held for each award category with some categories having lengthier discussion regarding award criteria and the supporting information provided for each nominee (i.e. type of evaluations to include; length of nomination letter, etc.). All final rankings/votes were recorded and the committee made final recommendations for winners of each of the awards. The information discussed at the meeting along with the recommendations will be forwarded to the Dean of the College of Graduate Studies.

The committee discussed the possibility of clarifying the criteria for next year and converting the nomination process to an electronic process. The committee decided to discuss this further in the fall.

### Conclusion

Before the meeting adjourned, the recorders explained that we will likely have to add an additional meeting in May to accommodate the last programs that will be reviewed by consultants in April. The committee suggested the week of May 19<sup>th</sup>. The next meeting will held on Friday, March 14<sup>th</sup> from 9-11 AM in TA 420B.

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