

University Senate Annual Committee Report

Committee Name: Awards Committee 2017-2018

Number of Meetings Held this Year: Two in-person meetings as well as email dialog

Committee Chair: Natalie Schell-Busey

Members:

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| Melissa Klapper | |
| Stephen Royek | |
| Brittnie Thomas | |

Purpose of Charge to Committee:

According to the Senate website, the authentic definition of this committee states: "Selects the students whose names are submitted as nominees by their sponsors to receive honors for outstanding achievement in various areas, most of which are related to the curriculum." These awards include four University-wide awards by nomination: The Robert D. Bole Humanitarian Award; the James M. Lynch Jr. Courage in Adversity Award; the Thomas E. Robinson Leadership Award; and the Lawson Brown Jr. Scholarship Award.

First and foremost, I would like to thank my committee members for their wonderful collaboration. Additionally, the committee would like to extend our gratitude to Asadeh (Asi) Nia-Schoenstein and Gary Baker for their guidance and assistance throughout the process. We would also like to thank Ravi Thapa and Arafat Qureshi of Rowan Analytics, Systems, & Applications for providing the list of graduating seniors that we needed for the Lawson Brown Jr. Scholarship Award.

The committee distributed information on the awards and nomination forms via the website, Rowan Announcers, and email blasts. The committee reviewed, discussed, selected, and notified the recipients of the awards. We also submitted the nominees' names so that medallions could be made and delivered those medallions.

Summary of Activities this Year:

- The committee met for the first time on October 10, 2017 to elect a chair and to discuss a plan of action. Initially, the task seemed rather daunting, especially after reading the previous annual reports, but the committee worked very well together and put together a plan to tackle the enormous task. Thankfully, though, we received notice on October 11, 2017 that we were not actually in charge of all 80 medallions and only needed to focus on the four University-wide Awards. This greatly simplified our task, and we put our revised plan into action. We chose a deadline for the awards of February 23, 2018 so that we would have enough time to meet and decide on the recipients and submit the names so medallions could be made.

- Natalie Schell-Busey notified Noranne Browne and Bill Friend that she had been selected as Chair of the committee. She also informed Noranne of the new deadline so that she could post it on the Senate webpage. Natalie then reached out to Gary Baker to get information on the awards and on how he distributed nomination forms the previous year.
- Using the information provided by Gary, Brittanie Thomas created the nomination forms in Google Docs so that it would be easy for people to submit nominations, and she made the responses to the forms available to all committee members so we could view the nominations.
- Natalie sent the links to the Google Doc nominations forms to Noranne so she could post them on the Senate webpage.
- Stephen Royek then put together a Rowan Announcer to provide information on the awards and disseminate these forms. The Announcer ran weekly until from November 10 - February 22, 2018. Stephen kindly resubmitted the posting each month.
- Nominations were low for one of the awards so all committee members sent emails to our respective departments as well as the chairs of various departments so they could distribute information on the awards.
- The committee met in person on February 27, 2018 to review, discuss, and select the recipient for each award. Natalie sent the final nominations to Asi and notified the award recipients.
- Asi graciously delivered the medallions to Natalie, who then delivered them to Charlie Kuski to be presented at the Celebrating Leadership Awards portion of the Rowan Leadership Summit.

Natalie Schell-Busey (March 29, 2018)

Suggestions & Recommendations 2017-2018

The University committee should continue handling the three University-wide awards by nomination. In comparison to the responsibilities in previous years, this was a very manageable task. The only suggestion we have for future committees is to brainstorm additional ways to advertise these awards. We used Rowan Announcers and emails and only received three nominations for two of the awards and a maximum of eight nominations for one award. If these awards could be announced at Chairs' meetings and College Assembled and any other venues to get the word out, it might increase the number and quality of nominations.