Student and Faculty Awards Minutes
October 2, 2012

I. College of Education spotlight update
   a. Wendy showed the recent posts as the start of our Alumni Spotlight on the College of Education webpage.
   b. It was decided that staff, students, and alumni will all be included in the spotlights posted on the College of Education webpage. Wendy will post these. A disclaimer will be added for those who want to submit their accomplishments for the page.

II. Newsletter/ student spotlight
   a. Lesley suggested a title for the newsletter of RamED. Additional suggestions will be solicited from college of education faculty and staff.
   b. Everyone was in agreement that a college newsletter would be a beneficial way to provide announcements, updates, and spotlights each semester. Amy volunteered to lead this initiative. Christine offered to assist.

III. Faculty bulletin board
   a. Committee members decided the large bulletin board outside Dr. Miazga's office would be the ideal location.
   b. Members agreed the board should begin with 2012 accomplishments and would initially include grants, publications, awards, and news. Also, students will be highlighted. A graduate assistant will be responsible for updating the board.

IV. Awards list
   a. Christine provided a list of some additional KDP awards that can be added to the external student awards list.
   b. Other awards to be added are requested by October 19th so a detailed list of dates and eligibility criteria can be created.

V. Conclusions
   a. Amy will send an email updating COE faculty about the committee, requesting ideas for the newsletter title and explaining the process for submitting accomplishments to share.
   b. The next meeting will be held on November 6th at 10:30.

All committee members were in attendance:

Amy Williamson, Chair
Donna Gee
Kim Livengood
Sandra Maxedon
Mary McGlamery
Christine Purkiss
Lesley Casarez
Wendy Storms