

CSU, SACRAMENTO INSTITUTIONAL SCHOLARSHIP COMMITTEE

Recommendation

The University will appoint two Institutional Scholarship Committees, each consisting of five members. Each committee will be comprised of:

2 current or emeritus faculty appointed by the Faculty Senate

1 staff from Educational Equity and Student Retention appointed by the Vice President for Academic Affairs

1 staff from Student Affairs as appointed by the Vice President for Student Affairs

1 student as appointed by ASI

With regard to the faculty appointments:

- no two faculty on each committee may be appointed from the same College
- all appointments will be for two year terms

With regard to the Ed Equity staff appointment:

- all appointments will be for two year terms

With regard to the Student Affairs staff appointment:

- all appointments will be for two year terms

With regard to the Student appointment:

- the appointment will be for a one year term

Individuals may be reappointed to the Institutional Scholarship Committee.

The Institutional Scholarship Committees will be responsible for selecting recipients for these scholarships not reviewed and selected by a particular Department or College. It is expected that the Committees will meet a minimum of 40 hours during any given academic year. However, the total number of hours required will be based on the number of scholarships to be awarded and the number of applications received for that application period.

A majority of members within each Committee must be present in order to hold a session where scholarship recipients are determined.

The Institutional Scholarship Committees will not be convened simultaneously as they may be reviewing the same application for two scholarships and a student is only required to submit a single

application for all scholarships awarded by either committee. It should also be noted that each committee will be selecting recipients for different scholarships and at no time will be duplicating the efforts of the other committee(s).

The Financial Aid Office will convene and facilitate Institutional Scholarship Committee meetings. In addition, it will be the responsibility of the Director of Financial Aid to equalize the workload of the committees.

It is recognized that the University is actively seeking scholarships and that activity is expected to continue. Therefore, it will be the responsibility of the Director of Financial Aid to determine whether an additional five member committee of five of the similar composition may need to be appointed in consultation with the appropriate entities.

DATE: 5/18/2004