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Committee: SCHOLARSHIP COMMITTEE

Date: April 14, 2016

Time: 9:00am

Location: Conference Call

Present:

- C. Johnson-Taylor
- E. Robinson
- D. Kuba

Staff:

- A. Arnold, Executive Director
- C. Du, Assistant

Guests: Kaneesha Tarrant - Vice President of Student Services, LATTC.

Meeting Convened: The Scholarship Committee conference call was called to order at 9:03 a.m. by Chini Johnson-Taylor.

Public Comment: No public comment.

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<p>Item III: Review of Spring Scholarships</p> <p>Key Consideration</p> <ul style="list-style-type: none"> • Item A - Location <ul style="list-style-type: none"> ○ Chini Johnson-Taylor asks Abby Arnold about the spring semester scholarship process. ○ Elton Robinson enters the call. ○ Abby Arnold provides and update on the spring scholarship process. <ul style="list-style-type: none"> ▪ 299 scholarships were from the foundation. ▪ Most of the process is vetting applicants through financial aid, counselors, and faculty recommendations. ▪ The whole process was done using an online system which improves every semester based no feedback. ▪ In terms of readers, there were more readers. The goal is to have essays reviewed by more than one reader. ▪ The current point system can be reviewed for the upcoming semester. Examples of revisions are allowing for part time students and putting more weight on the GPA.
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- The scholarship ceremony was wonderful and Bob Farrell, Darlene Kuba, and John McDowell were present.
- Chini Johnson-Taylor states that she is glad that Abby Arnold mentioned reviewing the point system because one of the charges of the committee was to pursue equity in the distribution of scholarships.
- Chini Johnson-Taylor states that she wants to see scholarship money go to students that may not be covered such as transfer students and students in the liberal arts.
- Abby Arnold states that transfer students and liberal arts students are well represented in the Osher and Foundation general scholarships.
- Abby Arnold states that transfer students generally have higher GPAs which means their score will be higher.
- Kaneesha Tarrant enters the call.
- Chini Johnson-Taylor states that she wants an area on Facebook for students to talk about scholarships.
- Elton Robinson asks if Patrick Reed should be involved.
- Chini Johnson-Taylor agrees.
- Elton Robinson is hoping to raise the minimum GPA requirement to 3.0 to motivate students to work harder.
- Chini Johnson-Taylor states that one of David Crippens charges for this committee is equity.
- Chini Johnson-Taylor states that she will be establishing a task force to make a calendar and timeline of scholarships.
 - Elton Robinson states that he would like to be involved.
 - Darlene Kuba states that she would like to be involved and that she wants to know the calendar of the process of how things happen.
 - Chini Johnson-Taylor states that Deborah Campbell who is absent but was at the last scholarship committee meeting would likely like to be involved.
- Chini Johnson-Taylor asks Kaneesha Tarrant if she has any comments.
- Kaneesha Tarrant states that the scholarship ceremony and scholarship process are separate.
- Kaneesha Tarrant states that the debrief meeting on the scholarship ceremony will be taking place the next week.
- Kaneesha Tarrant states that in terms of the scholarship process:
 - The online application system allows for more applications to be received and better tracking of the applications.
 - There are fiduciary checks and balances in place.
 - The calendar on the college side is to be able to do things in a timely manner.
- Chini Johnson-Taylor thanks Kaneesha Tarrant.
- Elton Robinson states that he wants to push more faculty to be involved in the scholarship ceremony like at graduation.
- Kaneesha Tarrant states that that is something to be discussed at the college committee.
- Elton Robinson thanks Kaneesha Tarrant.



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- Chini Johnson-Taylor states that the college used to have faculty give scholarships from departments.
- Chini Johnson-Taylor asks if there is a reception at the ceremony.
- Abby Arnold states that there is no reception but that may be something the foundation board may want to discuss sponsoring.
- Abby Arnold states that the foundation has been clear that they do not want to cover non-scholarship expenses.
- Chini Johnson-Taylor asks Kaneesha and Abby Arnold how much money was given out on the college and foundation side.
- Chini Johnson-Taylor states that she wants to look at the percentage from the college and foundation side for marketing purposes.
- Chini Johnson-Taylor suggests that the annual report have a scholarship highlight.
- Chini Johnson-Taylor asks is there is anything on the monitors by the Expo Line on the amount of scholarship being given out.
- Elton Robinson states that that is a toping to discuss with PR manager David Ysais.
- Chini Johnson-Taylor states that putting something on the monitors is another way of advertising because many people drive past it daily.
- Chini Johnson-Taylor requests that the numbers be emailed to her.
- Abby Arnold confirms that Chini Johnson-Taylor means the dollar amount of the scholarships awarded on the college side.

Action Taken: No action taken.

Item IV: Status of Forensic Accounting of Scholarships

Key Consideration

- Chini Johnson-Taylor states that the wording of the agenda item "forensic" should be changed to "discovery".
- Chini Johnson-Taylor states that the upcoming fiscal year's budget should show the category of restricted funds for scholarship funds available.
- Chini Johnson-Taylor asks Kaneesha what funds are held by the district.
- Kaneesha Tarrant ask that she come back on this question so she can get an accurate list.
- Chini Johnson-Taylor asks Darlene Kuba about Audit and Finance Committee involvement.
- Darlene Kuba states that the Audit and Finance Committee and Abby Arnold will provide the breakdown of scholarship funds distributed from the foundation and college.
- Darlene Kuba states that the Scholarship Committee would like a percentage breakdown of what the college and foundation give out in scholarships.
- Darlene Kuba gives an example to clarify the request, saying that if the College gives out 60%, the foundation would be giving out 40%.
- Abby Arnold confirms that the information would be per semester.
- Darlene Kuba says yes and states that this information should be included in the annual report.



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- Abby Arnold states that including the number of students who received scholarships and quotes of how the scholarship helped them would be good to include in the annual report.
- Darlene Kuba states that she wants to participate in the Audit and Finance Committee meeting.
- Abby Arnold states that Darlene Kuba should contact Rod Lane about participating in the meeting.
- Darlene Kuba states that she will contact Rod Lane and let Abby Arnold know.
- Chini Johnson-Taylor states that the rationale of a discovery is to identify funds that have not been given out like the BP and Exxon funds.
- Abby Arnold states that she sent Chini Johnson-Taylor a fund balance report from the auditor and that the balance shows that we are aware that the funds are there.

Action Taken: No action taken.

Item V: Establish Date of Joint Meeting with Campus Scholarship Committee

Key Consideration

- Chini Johnson-Taylor states that a joint meeting between the foundation and college scholarship committee is needed and asks Kaneesha Tarrant if there are any dates that will work.
- Kaneesha Tarrant states that the scholarship work has just finished so there will not be another meeting until late summer to prepare for the fall.
- Chini Johnson-Taylor asks if that will be July or August.
- Kaneesha Tarrant states that she does not know and will get back to Chini Johnson-Taylor.
- Chini Johnson-Taylor thanks Kaneesha Tarrant and asks Kaneesha Tarrant to describe the people on scholarship committee who is involved.
- Kaneesha Tarrant states that the campus scholarship committee is generally under Student Services and usually has the dean that is responsible for the overall application process and the ceremony that is connected with the event.
- Kaneesha Tarrant states that off the top of her head, there is a representative from financial aid, several faculty representatives, staff representatives who are either responsible for putting together the program. For example, the webmaster is involved because there is online promotion of scholarships.
- Chini Johnson-Taylor states that she knows Lori Hunter is involved and from her days on academic senate, she would appoint faculty to be involved.
- Kaneesha Tarrant states that it is important to keep in mind that the reason she did not give specific names is because it is about the function.
- Kaneesha Tarrant states that the Dean usually has a support person and if that support person is there, it is to take minutes and help with the behind the scenes coordination.
- Chini Johnson-Taylor requests that her name be included in the distribution list for scholarship committee meetings as the chair of the foundation scholarship committee.
- Kaneesha Tarrant states that she will include Chini Johnson-Taylor's name, apologizes for coming on late, and states that she will probably have to get off the call early.
- Kaneesha Tarrant states that she just wants to make sure everyone understands what goal they are all trying to accomplish and that way she can provide all the needed



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information.

- Kaneesha Tarrant states that we don't have time to dig deep today having a clear sense of the goals, roles, and responsibilities while working together is her request of the committee going forward.
- Chini Johnson-Taylor states that this is why she wants to have the joint meeting so everyone can talk about their roles and the goal is to get as many dollars out to students and possible.
- Chini Johnson-Taylor states a joint meeting will allow for working together, not stepping on toes, making sure there is coordination and no duplication, and that's all going toward the charge of the committee so there are clear lines of communication.
- Chini Johnson-Taylor states that a joint meeting can create a timeline and calendar so the foundation committee knows not to schedule conflicting meetings.
- Chini Johnson-Taylor asks Kaneesha Tarrant to give the foundation scholarship committee dates for a joint meeting.
- Chini Johnson-Taylor invites Kaneesha Tarrant to a foundation board meeting.

Action Taken: A motion to establish a joint meeting between the campus and college scholarship committees is made by Darlene Kuba and seconded by Elton Robinson.

Meeting Adjourned: Chini Johnson-Taylor adjourned the meeting at 9:38 a.m.