

ANNUAL REPORT
STUDENT SCHOLARSHIPS, FELLOWSHIPS, AND FINANCIAL AID COMMITTEE

- I. Date: April 27, 1984
To: James LeRoy Smith
Chair of the Faculty
From: William Bloodworth, chair
- II. Membership of the committee:
 - A. Faculty
William Bloodworth, English, chair
Frances Dudley, Math, vice chair
Gay blocker, HPERS, secretary
Gene Lanier, Library Science
William Durham, School of Technology
Lauretta Lewis, Allied Health
Betty Petteway, Art
Richard Shine, Allied Health
 - B. Ex officio
Myra Cain, Academic Affairs
Elmer Meyer, Student Life
Charles Seeley, Admissions
John Ebbs, Danforth/Woodrow Wilson representative
Robert Boudreaux, Student Financial Aid
Ernest Schwarz, Athletic Committee
 - C. Student
Norma Louise Smith
- III. Committee meetings
September 13 (Petteway, Shine)
October 4 (Blocker)
November 1 (Lanier, Durham, Lewis, Shine)
April 12 (Lanier)
- IV. Reports to the Faculty Senate: None
- V. Additional instructions by the Faculty Senate: none
- VI. Organization, subcommittees, etc.: No applicable.
- VII. Committee accomplishments
 - A. Routine Business: approval of scholarships
 - B. Revised "Guidelines for Department, School, or College Scholarships"
(attached)
 - C. Determined the structure, amounts, and criteria for the Lillian Jenkins Scholarship
- VIII. Senate Resolutions: None
- IX. Proposals and business carried over to next year: none

X. Evaluation of the committee

The committee's structure, duties, functions, and personnel all seem appropriate and satisfactory.

XI. Suggestions for improving the effectiveness of the committee:
No specific suggestions are offered. Greater student participation, however, would be helpful.

ANNUAL REPORT

Chair of the Faculty

from: William Bloodworth, chair

II. Membership of the committee:

A. Faculty

- William Bloodworth, English, chair
- Frances Dudley, Math, vice chair
- Gay Blocker, PEPS, secretary
- Gene Linter, Library Science
- William Duran, School of Technology
- Laurita Lewis, Allied Health
- Betty Pettway, Art
- Richard Shine, Allied Health

B. Ex Officio

- Mrs. Cain, Academic Affairs
- Elmer Meyer, Student Life
- Charles Seely, Admissions
- John Epps, Danforth/Woodrow Wilson representative
- Robert Boudreau, Student Financial Aid
- Ernest Schwanz, Athletic Committee

C. Student

- Norma Louise Smith

III. Committee meetings

- September 13 (Pettway, Shine)
- October 4 (Blocker)
- November 1 (Linter, Duran, Lewis, Shine)
- April 12 (Linter)

IV. Reports to the Faculty Senate: None

V. Additional instructions by the Faculty Senate: none

VI. Organization, subcommittees, etc.: No applicable.

VII. Committee accomplishments

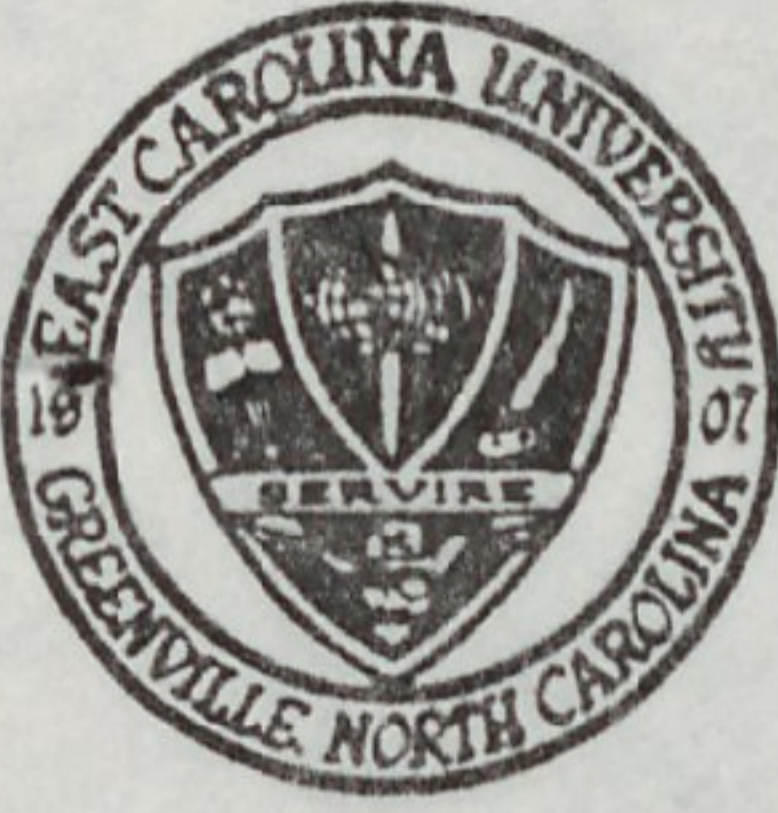
A. Routine business: approval of scholarships

B. Revised guidelines for Department, School, or College Scholarship (attached)

C. Determined the structure, awards, and criteria for the William Jenkins Scholarship

VIII. Senate Resolutions: None

IX. Proposals and business carried over to next year: none



Department of English

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MEMORANDUM

TO: All Academic Unit Heads

FROM: William A. Bloodworth, Chair
Student Scholarships, Fellowships and Financial Aid Committee

SUBJECT: Department, School or College Scholarships

DATE: November 2, 1983

Since the SSFFA Committee serves as the University Appeals Board in all student financial aid matters, I am asking that you keep the Committee informed about all unit scholarships.

In the case of any scholarships offered by your unit, please make sure that the attached guidelines are followed.

Your assistance in this matter will help the Committee to fulfill its basic legal and procedural duties. If your unit has a scholarship committee or committees, please make sure that this information is passed on to the appropriate person(s).

Feel free to contact me if you have any questions concerning scholarship approval.

WAB:vmb

Attachment

Guidelines for Department, School or College Scholarships

1. In general, make sure that all scholarship candidates are treated in a fair and equitable manner in accordance with published criteria. The basic legal responsibility for equality of treatment lies, of course, with the unit awarding the scholarship.
2. If students must apply for the scholarship, make sure that the scholarship and its criteria are announced at least 30 days before the application deadline in such a way that all potential candidates may learn of the scholarship.
3. Make sure that complete records are kept for the selection process. Student application forms for scholarships are available in the Office of Student Financial Aid. These forms, or some departmental equivalent, must be used for student application.
4. If the scholarship is not one for which students apply (e.g., if it is granted solely on the basis of g.p.a. among majors in the unit), make sure that the procedure is indicated in any communication with the SSFFA Committee or the Office of Student Financial Aid.
5. Make sure that a letter requesting approval to grant the scholarship be sent to the SSFFA Committee before the award is made known to any candidate. At the same time, send a copy of the letter to Mr. Robert Boudreaux, Director of Student Financial Aid. The letter must include a statement indicating (1) that unit criteria and fair procedures were followed and (2) that the unit has material on file documenting equality of treatment in the selection process.

Under ordinary circumstances the SSFFA Committee will take up the unit request at the Committee's next meeting. In those cases where there is insufficient time for the Committee as a whole to consider the request, the Director of Student Financial Aid will have authority to approve the request.

Student Scholarships, Fellowships and Financial Aid Committee
November 1983