CBAS Awards Committee Minutes for Thursday, December 1st, 2016

Members Present

1. Erin McClelland
2. Irina Novozhilova
3. Jeremy Aber
4. Justin Gardner
5. Suman Neupane
6. Martin Stewart
7. Andrew Worsey
8. Tyler Babb

Multiple documents received edits as agreed upon during the meeting and will be changed as necessary:

1. Teaching Excellence Award Nomination details
2. Teaching Excellence Award Finalist Presentation Instructions
3. Teaching Excellence Award Finalist Student Evaluation
4. Staff Award Nomination details
5. Staff Award Nomination form
6. Announcement email for spring 2017

During the editing process a few issues came up that are yet to be resolved:

Should our student evaluation form be accessible to nominees for the teaching award? It is part of our evaluation process. If so, should we just post it on the web site? Remember, these evaluations are only being completed for our finalists, however many there are. Perhaps we could provide it to the finalists only? This is a small issue, but I think it should be discussed.

CBAS Hall of Fame Discussion:

It was noted again that the primary purpose of the Hall of Fame (per Dean Fischer) is to show current students what other graduates have accomplished after graduating. His suggested criteria were (1) contribution to industry and (2) recognition by industry.

The committee agreed that if we establish a hall of fame, it must have some guarantee of permanence in case the committee doesn’t exist in the future or we have a different Dean. The committee chair will email Dean Fischer to find a possible solution for this issue.
Potential Hall of Fame Candidates:

Mr. Worsey took a good look into the proposed candidates from Nicole Chitty and noticed that there were not as many outstanding graduates as we had hoped for from that list. The committee agreed that hall of fame candidates will be considered regardless of their field of study/major here at MTSU (i.e. an aerospace graduate with an outstanding career in law). It was also agreed that posthumous candidates will be considered.

To Do:

The committee chair will verify accuracy of all other documents on the web site and have Melissa Flowers update those which need to be updated. In addition, the chair will email the chairs of each CBAS department notifying them of the upcoming nomination deadlines as well as potential candidates for the CBAS Hall of Fame. In January, a mass announcement email will be sent to all CBAS faculty and staff.

There was a CBAS “header” used on the Dean’s Staff award. The committee chair will add that to the other forms for consistency.

Committee members are encouraged to review the rubrics for each (4) awards. Each evaluation, including the Dean’s Staff Award Nomination Form, must match our edits to criteria as updated. Ideally we accomplish this soon, as a month from now we may not remember much, but the “deadline” for the evaluations