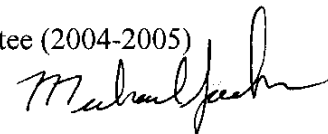


UNIVERSITY of WISCONSIN
LA CROSSE

To: Dr. Bruce Riley, Chair, Faculty Senate
From: Dr. Michael Jackson, Chair of the Scholarship and Awards Committee (2004-2005)
Re: Scholarship and Awards Committee Report to the Faculty Senate
Date: May 17, 2005



The Scholarship and Awards Committee consisted of the following members:

Faculty: Jeff Boyle, Brad Butterfield, Victoria Calmes, John Colton, Scott Dickmeyer, Norine Friell, James Gray, Ann Hendricks, Michael Jackson (convener),

Students: Joseph Moreland, Kara Schutts and Kelli Zelinger

UW-L Foundation Representative: Barb Katrana

Michael Jackson served as Chair and John Colton served as secretary.

All members of the committee participated in the screening of applications for scholarships and awards and in recommending their recipients (a first during the three years I have served on the committee). During the selection of recipients, the committee has come up with several recommendations, listed below.

- For scholarships having less than 30 applicants, committee members should rank all of the students (e.g. 1 through 30, or however many applicants there were) rather than just the top several (e.g. 1 through 12, or however many rankings are required by the Scholarship Office).
- For scholarships where financial need may be considered, a line should be added to the scholarship application material to clarify that students should specifically address this criterion, and should provide evidence of financial need if possible.
- Due to the size of the scholarships, a separate subcommittee (2 members is sufficient) should be formed to evaluate the Charles and Lillian Gay Scholarship Endowment Fund, Frank and Margaret Kent Scholarship Fund and the Larry Lebiecki Scholarship.

Finally, the committee also suggested formalizing its meeting time as 4:30 p.m. on Wednesdays. The rationale for this was that the interviews of high school students applying for the Thrune scholarship have been annually performed at this time. This has been the one day available for high school students to come to campus without interfering with their extracurricular activities. However, the committee recognizes that by setting its meeting time in advance, it may exclude certain faculty with other commitments from ever participating on this committee.

Also enclosed in this report are the meeting minutes, possible questions for next year's Thrune Scholarships and a sample letter for the Murphy Award for Academic Excellence recipient. The later two items have been included as an archive for next year's committee members and Chair and are not meant for general access.

If you have any further questions or need any additional information, please feel free to let me know.

Department of Physics

2005 Cowley Hall, University of Wisconsin-La Crosse, 1725 State Street, La Crosse, WI 54601

Phone: (608) 785-8429, Fax: (608) 785-8403

An affirmative action/equal opportunity employer

Scholarship and Awards Committee Meeting – Nov. 10, 2004

Present: Jeff Boyle, Victoria Calmes, John Colton, Ann Hendricks, Michael Jackson (convener), Joseph Moreland, Barb Katrana

Absent: Brad Butterfield, Scott Dickmeyer, Norine Friell, James Gray, Kara Schutts and Kelli Zelinger (all excused)

Meeting was called to order at 4:05 p.m. by Convener.

1. Attendance was taken.
2. Mike Jackson was elected as chair.
3. John Colton was elected as secretary.
4. Note that the timeline of applications has been moved up, so that we can use the scholarships as recruitment tools. Scholarship applications now have a Jan 2 deadline, and we should be able to begin reviewing the applications around Jan 6-10.
5. We may get fewer applications because of this new deadline. Also, no financial aid data will be available yet.
6. Notes on particular scholarships:
 - a. Gay & Kent: expect the most applications for these; have two committee members evaluate them. Jackson and Colton are the proposed two. The other committee members will evaluate most of the other scholarships. An additional scholarship may be added to this list depending on the number of applicants.
 - b. Thrune: good for 3 specific high schools (Cashton, Westby, Brookwood). Interview required; expect 3-10 people to come for interviews (10 mins per interview). All committee members should be present for the interviews. We will also discuss via email which questions should be on the interview list. The chair will email last year's questions to committee members.
 - c. Murphy: two top academic seniors. No interview needed. Timeframe: application deadline around Feb 15 (needs to be set); discussion of evaluations is tentatively set for Mar 9.
7. Continuing student scholarships handled by a different committee.
8. Target dates:
 - a. Try to have all scholarship reviews completed by Jan 27. Email rankings to Jackson.
 - b. Have a meeting on ~ Feb 2, to discuss all the rankings. Also on Feb 2, meet with the Thrune applicants. Expect the meeting to last 2-3 hours.
 - c. Have Murphy meeting on ~Mar 9, as mentioned above.
9. Note: Although listed, the Haring scholarship will not be awarded this year.

10. A suggestion was made by Colton to see if invitations to apply to scholarships could be emailed to highly rated applying freshmen.

Scholarship and Awards Committee Meeting – Feb. 2, 2005

Present: Jeff Boyle, Brad Butterfield, Victoria Calmes, John Colton, Scott Dickmeyer, James Gray, Ann Hendricks, Michael Jackson (chair), Kelli Zelinger (Victoria and Kelli had to leave early due to other commitments)

Absent: Norine Friell, Kara Schutts and Joseph Moreland (all excused)

Meeting was called to order at 4:30 p.m.

The meeting began with a discussion regarding the scholarships in general, followed by interviews for the Thrune scholarships. Further discussion of the scholarships continued. The committee unanimously (7/0/0) decided upon the rankings of the students for all of the scholarships, and the results were given to Barb Katrana. The Committee did make several suggestions for future scholarship reviews:

1. For scholarships having less than 30 applicants, committee members should rank all of the students (e.g. 1 through 30, or however many applicants there were) rather than just the top several (e.g. 1 through 12, or however many rankings are required by the Scholarship Office).
2. For scholarships where financial need may be considered, a line should be added to the scholarship application material to clarify that students should specifically address this criterion, and should provide evidence of financial need if possible.
3. Due to the size of the scholarships, a separate subcommittee (2 members is sufficient) should be formed to evaluate the Charles and Lillian Gay Scholarship Endowment Fund, Frank and Margaret Kent Scholarship Fund and the Larry Lebiecki Scholarship.

The next meeting is scheduled for Wednesday, March 2, 2005 at 4:30 p.m. in the Cleary Center conference room. At this time, the Murphy Awards will be discussed. Candidates will have their application materials in by Friday, Feb. 11. The application folders will be placed at the reserve desk in Murphy Library by Tuesday, Feb. 15. Ballots will be sent out to committee members by e-mail and should be returned to Mike Jackson by Friday Feb. 25. Members of the committee should rank all 13 applicants, with 1 being the highest.

Scholarship and Awards Committee Meeting – March 2, 2005

Present: Brad Butterfield, Jeff Boyle, Victoria Calmes (arrived after minutes), John Colton, Scott Dickmeyer, Norine Friell, James Gray, Ann Hendricks, Michael Jackson, Joseph Moreland, Kara Schutts and Barb Katrana

Absent: Kelli Zelinger (excused)

Meeting was called to order at 4:35 p.m..

1. Attendance was taken.
2. M/S/P (10, 0, 0): Approved minutes from Nov. 10, 2004.
3. M/S/P (10, 0, 0): Approved minutes from Feb. 2, 2005.
4. General discussion of Murphy Awards rankings. M. Jackson recused himself from voting.
5. M/S/P (10, 0, 1): Brooke Chuzles be selected as the first Murphy Award recipient.
6. M/S/P (10, 0, 1): Brigitte Fischer be selected as the second Murphy Award recipient.
7. General discussion of committee participants, time of committee meeting, evaluation of scholarships and conduction of Thrune Scholarship interviews. Dr. Colton was excused at 5:20 p.m.
8. Meeting adjourned at 5:35 p.m.

Possible Questions for Thrune Scholarships – 2005-2006 Academic Year

Please do not post or make available for the public. These questions may be used in the evaluation of Thrune Scholarship applicants and are to be kept on reserve for future members of the UW-L Scholarship and Awards Committee.

Before Interview: General discussion by regarding questions, how much follow-up should there be to a question, etc..

1. Some closed, simple intro questions to break the ice.
2. Why do you want to attend college? (Follow up with: why do you want to attend UWL in particular?)
3. What are your strengths?
4. Tell us about either an individual or an event that has had a significant positive impact in your life.
5. If you could talk to any historical figure from the past 400 years (such as a political leader, scientist, artist, business professional, etc.), who would it be and why?
6. Clearing-house type question, something like: Is there anything else you would like to add that would help us evaluate why you need this scholarship? or Why do you deserve this scholarship?

Sample Letter to Murphy Award for Academic Excellence Recipient

March 3, 2005

(Name)
(Address)

Dear **(Name)**:

Congratulations! On behalf of the UW-L Foundation and the UW-L Scholarship and Awards Committee, I am pleased to inform you that you have been selected as a recipient of the **(year)** Murphy Award for Academic Excellence with a prize of \$2,000 **(or \$1,000 for the other recipient)**. The Murphy Award was created in 1980 to reward achievement and serve as an incentive to higher attainment. You will be recognized at the UW-L Alumni Banquet on **(date)**. Please see Barb Katrana in the UW-L Foundation Office for details regarding the banquet.

Again, please accept my heartfelt congratulations on a job well done. Your excellent academic performance certainly ranks you as one of the best undergraduate students at UW-L, one that we are very proud to have had. I wish you the best of luck in your future endeavors.

Sincerely,

XXXXXX
Chair, UW-L Scholarship and Awards Committee