

Student Affairs Committee Meeting Summary

11 am - noon, March 11, 2015, College of Nursing Room 345

Members present: Sharmistha Basu-Dutt, Judy Butler, Neal Chestnut, Myrna Gantner, Susan Hall Webb, Denise Morris, Helen Diamond Steele, Matt Varga, Rui Xu

At the committee's meeting, Dr. Alicia Caudill was invited to communicate with the committee on how they can get involved. She shared the most current student handbook with the members present and encouraged them to provide input to make this a more valuable resource for the students. Some members expressed concern about not being able to contribute to the student services related policies and procedures in the book. Dr. Caudill said that the committee could focus on academic policies and procedures if this was their comfort zone.

Sharmistha shared some concerns about UWG Cares and the lack of communication between faculty reporting students and Student Services. Dr. Caudill made a note to try to find a better way to communicate with all parties involved.

Judy Butler was announced to be the Chair of the committee for 2015-16. Congratulations, Judy!

Application Form : Foundation Student Travel Award

What is it? A program to assist in the funding of student travel for the purposes of research (**either presenting research/creative activities at professional meetings or conducting research specific to future presentations**).

In order to be considered for these awards, students must include ALL the following:

- 1) A completed application form, 2) A full abstract accepted for presentation at a professional meeting,
- 3) A completed travel authorization for non-employees form available at http://www.westga.edu/assetsDept/travel/Travel_Authorization_NonEmployee.pdf

Who qualifies? All undergraduate and graduate students in good standing.

What is the deadline? For Fall Semester travel **October 06, 2014**
For Spring Semester travel **February 9, 2015**

Name: _____ Student I.D.: _____

E-mail Address: _____ Phone Number: _____

Mailing Address: _____

Classification: Freshman Sophomore Junior Senior Graduate

Major: _____

Name of Faculty Sponsor: _____

Total Amount Requested: _____

What other sources of funding have you applied for? _____

Dates of travel: _____

Destination of travel: _____
(Include both the city/state and the name of the conference or research site)

Have you received funding from this Travel Award in the past? YES NO

List semester, year and amount of the last Travel Award: _____

Signatures Required

Student _____ Faculty Sponsor _____

Chair of Department _____

Dean _____

Submit completed application packet to the Provost & Vice President for Academic Affairs, Sanford Hall.