**1. SCHEDULE FOR NOMINATIONS**

    Below is the schedule for accepting nominations, the election process and the like.  i am asking Juneisy Hawkins to follwo through on this.

2. **CONFIRMING FINAL DATES**

    The most important dates, right now, involve the circulation of the nominating proceedures to the faculty.  We need to confirm the dates when we will meet and get the material to the Provost

3. **FUTURE MEETING - JANUARY?**

    We need to meet, I think, to confirm that date.

4. **HONORARY DEGREE ISSUES**

    I think it would also be very good to meet in order to discuss the Honorary Degree matter as well.  I am involved in much the same process as I serve on the Phi Beta Kappa honorary membership as well, and that committee has also had a wrangle about whom to honor.  I think it would be useful to have a subcommittee to work something out.  ARE THERE ANY VOLUNTEERS?  i WOULD LIKE TO WORK, BUT I DON'T WON'T TO DO IT BY MYSELF.  If a submcommittee met and came up with some guidelines we could discuss that, say in mid-January, along with setting other dates and proceedures for reviewing the files.

5. **CALL FOR VOLUNTEERS FOR THE HONORARY DEGREE SUBCOMMITTEE**

6. **COMMITTEE REPORT ON HONORARY DEGREES**

    I have forwarded our votes to the Faculty Senate re the two honorary degree nominations; I have not heard from Delano Gray about the process.  I am still unclear as to the process of offering a report in my own failure to do so personally and directly - I have a class conflict.  I am waiting DG's advice.  Are any of you senators or would attend a senate meeting to report in my absence?

7.**OTHER ISSUES**

    As representative of Arts and Sciences, I still have some anxieties about how we judge scholarship in particular, but in the absence, right now, of any specific recommendation or even problem, I would not make it a regular agenda item, but I would be comforted some if we devoted some time sometime to such issues as what  constitutes scholarship/research, how it differs from discipline to discipline or unit to unit, and whether we should consider balance between units.

Here is the schedule for nominations and awards:

**Mid November                 Send out notices | Open nominations**

**January 31                        Nominations close**

**February 14th                   Applications due**

**March, late,                       Meetings to selection winners**

**Suggested Communication Schedule**

**At Go-Live** Email memo to all Faculty/Deans through Provost Office

**Mid-Nov** Univmail/FS Website/Flier on Office door/Email signature

**Every week** Univmail **post go-live**

**Early December** Email memo to all Senators

**Early January** Email memo to all Faculty/Deans through Provost Office

**Every day in Jan** Univmail

**Late January** Final Reminder Email memo to all Faculty/Deans through Provost Office **February 4** Send reminder to applicants of February 24th deadline

**February 12** Final reminder to applicants of February 14th deadline

**By March 1**, packets to all HDAC members with applications/nominations

**By March 31**, selectons process complete