

## International Advisory Committee

Thursday, November 4th, 2004

11:00 AM ASC room 2082

Present: John Caserta, Ted Walker, Sally Nicolai, Rick Griffin, Kali Majumdar, Ana Davila-Howard, Kathy Lake, Joanne Gerst, Liz Wilson, Amanda Umlandt.

### Business

- Liz Wilson explained to the group that several things needed to be addressed in order for the committee to continue functioning properly.
- Liz Wilson mentioned the need to nominate a chair for the committee. John Caserta nominated her and it was seconded by Kali Majumdar. Rick Griffin nominated Ana Davila-Howard as a secretary and it was seconded by Sally Nicollai.
- Prof. Wilson discussed with the members the need of reviewing the current guidelines for the nomination of the International Educator Award.
- The committee agreed to meet in three weeks (November 18) to review the above mentioned guideliness.
- Sally Nicolai will send via “e-mail” or bring to next meeting a copy of the current criterias of the educator’s award for revision by all the committee me mbers’.

### Future business discussions

- Review of the current guideliness for the International Distinguished Award
- Set a due date to send the applications for the International Distinguished Award around campus so the committee has enough time to review them.

Due to the busy agenda and time constrains, the committee adjourned at 11:50 and the present members agreed to meet in November 18, 2004 to continue with the agenda’s discussion.

Respectfully submitted by,

Ana I. Davila-Howard

Next meeting will be Thursday, November 18. 11:00 AM in ASC 2082