

**Committee on Scholarships and Financial Aid**  
**Thursday, October 15, 2009**  
**8:30 a.m.**

**Members Present:** Arlene Hoogwerf (chair), John Ferdinands, Tiffany Engle, Greg Mellema, Matthew Koh (student), Dana Hebreard, Dave Brummel, Dale Kuiper

**Members Absent:** Alexandra Lierena (student) – illness, Craig Heerema – illness

1. Arlene Hoogwerf opened the meeting with prayer.
2. Review of mandate and committee/sub-committee composition
  - a. The chair led a brief discussion of the mandate and work of the committee, reminding the members that in addition to occasional policy or program decisions that would need to be reviewed and made by the full committee, the majority of the work is done in sub-committees.
  - b. The committee reviewed the attached chart outlining the committee structure and sub-committee assignments. The work of each sub-committee was described, noting that the FTIAC/new student group does more of their work in the fall and in the winter, and the upperclass student group reviews appeals in the spring and summer.
3. New Business
  - a. The committee reviewed a draft of a proposed change in the committee composition for the mandate that better reflects the management and staffing structures at the college and still meets the needs for representation on the committee.
  - b. A motion was made and unanimously passed to bring the following mandate revision to Faculty Senate for information:

**Composition:**

**Eleven members: four faculty members, one of whom shall be chairperson; two students, one from Michigan and one from out of state, who shall sit only when matters of policy are being considered; one member of the Alumni Association; one designated representative from the Academic Administration Division; two leadership level representatives from the Admissions & Financial Aid Office, one of whom shall be secretary; and a third designated representative from the Admissions & Financial Aid Office. \*No faculty member of the Department of Physical Education and Recreation may serve on the Committee on Scholarships and Financial Aid.**

4. The Chair noted that sub-committees will be scheduled by the staff in Admissions and Financial Aid as needed and suggested that we wait to schedule additional full committee meetings until items are brought up for the attention of the committee.