Academic Committee Meeting
Monday, November 7, 2016 - 4:30 | Engineering Student Centre (ESC) Room 210

I. Introductions & Updates

II. Awards
   - SUS Leadership
     - Target group: club leaders, dedicated students, research, peer leader
     - ASK HO YI FOR THE FORMS TABLED - double check no one is applying for this
     - Rubric?
     - Application:
       - Online forms :-)
       - Similar to applying for scholarships
       - Reference(s) - phone or email?
       - Interview - too much, NO
       - Use the Killam A/B/C system to figure out who to consider
   - Promotions:
     - Social Media
     - Boothing @ Abdul Ladha
   - Website

   - (Undergraduate) Teaching Excellence Awards
     - Target: Undergraduate TAs, Peer Tutors
       - Only open to UTAs
     - Nomination
       - Student writes it a paragraph and submits it on a form
         - Minimum sentences
         - Prompting questions
           - How do they help you?
           - Why are you nominating them?
           - Can you describe an instance when they went above and beyond to help out?
         - # of nominations for a TA = higher priority
     - Contact information for the TA
     - Do the A/B/C nomination
   - Contact TA for more information
- Get more information, gives us more broad information to judge their application for
- Categories of Rubric
  - Years of experience
    - maybe this is hard b/c it’s usually students who would nominate the TAs
    - Older gets priority if we’re deciding between 2

III. Photos for CS Campaign
    - Write a name of a friend who’s in CS/took a CS course

IV. Standardized Syllabi
    - Policy consultation suggestions continuation