**MEETING MINUTES**

**PULP & PAPER FOUNDATION SCHOLARSHIP COMMITTEE MEETING**

**SEPTEMBER 12, 2013**

*In attendance: Ronnie Campbell, Jeff Reese, Jack Lowdermilk, Jan Morgan, Mary Elliston, Kai Simonsen, John McClendon, Adrianna Kirkman, Bart Nicholson, Ronnie Hise, Hasan Jameel, Mathias Lindstrom, Med Byrd.*

Action items are noted in red.

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Chairman Ronnie Campbell called the meeting to order at 8:07 am. Introductions followed.

***Charter Discussion***

Discussion about the meaning of the term “regionality.” What does it mean? Jeff Reese commented that IP is more concerned with placing students nationally, not just recruiting them nationally. It was pointed out that most students are already going out of state after graduation.

The committee recommended the following:

* Change the term “regionality” with the term “national nature.”
* In the introduction of the charter, change the term “pulp and paper industry” with “pulp, paper and allied services industry.”
* Change the word “It” under bullet 2 in Basic Beliefs with the term “There needs.”

It was decided to table the re-wording of the goals to the spring meeting.

***Recruiting/Scholarship Statistics***

Med presented data on the scholarship yield and enrollment for the past year. Numbers are up significantly, which prompted a discussion about what is the appropriate number of graduates each year. Do we need a professional market survey? Jan Morgan and Ronnie Hise pointed out that the Mission Review Committee said that we should value quality over quantity. It was decided that the Scholarship Committee can only cap the number of awards…NOT the number of recruits/grads.

It was decided to send the issue to the Program Advisory Committee.

Ronnie pointed out that the cash flow situation is good right now.

There was a discussion about the academic performance of students. Med said that there seems to be an uptick in students failing early or struggling, and a higher number of students are choosing the single PSE degree instead of the dual degree. Is this a trend? Or is it higher because there are more students?

Med should track who is failing early and try to correlate to incoming profile and other factors.

***Scholarship Application***

The committee reviewed the current application. Jeff pointed out that it is important to note differences in how different states come up with the “weighted GPA.” Adrianna noted that NCSU makes adjustments for this. Also, it was discussed that the “top 10 % of class” is hedged by the size and quality of the high school. There followed a discussion about how to make sure students from rural schools get an equal chance.

The committee recommended the following changes to the application:

* Removal of the “US Citizen” question
* Remove the place to provide data from the high school counselors (we have access to this at NCSU)
* Add the following statement, to ensure that no applications get lost in e-mail: “Submissions must be submitted via US Mail, courier, or fax. No electronic (e-mail) submissions will be accepted.”

The committee recommended that we investigate a web portal for submissions on line.

Next, there was a discussion about the essay questions and how they are assessed by the evaluators. Can a numeric scale be used to improve assessment consistency? There then was a discussion about how the essays are used; can they “save” a student whose scores/rankings fall under the cutoff? Mary Elliston will share her essay evaluation spreadsheet with the other persons who evaluate applications.

Jan Morgan and Kai Simonsen will flowchart the Scholarship Selection Process to supplement our selection guidelines.

***Increasing Out-of-State Recruiting***

Jan presented considerations to help improve out-of-state recruiting. The action plans from the Mission Review Committee were reviewed. There was good discussion about item #1 – can NCSU recruit in the New England area without stepping on the toes of our sister institutions there? There was also discussion about the status of the “mill matching” awards program design to attract and recruit possible candidates in mill towns.

***Other Items***

1. The date for the spring meeting was set for February 20.

2. Jeff noted that GP was publicizing in RISI a large number of scholarships. Does anyone know about them? Nobody did. Jennifer will reach out to GP. Jeff will also investigate.

3. Kai asked if a group could be put together to lobby for restoration of the “reciprocity” tuition program between NC and Virginia.

4. Med announced the new Bioresources Scholarships, which have a need-based component.

Chairman Campbell closed the meeting at 10 am.