Student Activities Committee 2004-2005
Meetings and Work done by email

9/29/04  Alice and Ming had phone meeting to discuss student activities for year, sharing ideas with other campuses, put info on web (9/17 co-chair meeting was cancelled because of hurricane).

9/29/04  Email to committee about Fall SML test – See attached

9/30/04  Email to committee about committee charges and Student Activities for year – See attached

By email  Asked Jackie Spann and Sharon Keener about clarifying committee charge #4

By email  Sent reminder to MCSE about Spring SML test, Gainesville Math Tournament, F. Lane Hardy Scholarship deadline, Honkan Engineering Textbook Scholarship deadline, Third Annual Harriett J. Walton Symposium on Undergraduate Mathematics Research

By email  April – Alice asked committee members to list student activities for their campuses. Responses from Bennekin, Craig (not on committee), Walls (not on committee), Aslam, Oguntebi, Hitchcock, Her, Pierce

AMATYC Student Math League Test (Pierce)
By email  Committee set date of Fall 2004 AMATYC Student Math League test
By email  Asked Committee members for room numbers for test and info on prep sessions
10/04    Set up MCSE web site with info on AMATYC SML test and copies of old tests

10/22/04  Made copies of Fall 2004 SML test, answer sheet, and instructions and sent to a committee member at each campus (Bennekin, Her, Hitchcock, Oguntebi, Pierce)
11/4/04   Someone at each campus administered test (Boyd?, Her, Davidson – not on committee, Aslam, Pierce)
11/12/04  Ming Her, Alice Pierce, and Jackie Spann met to grade Fall SML tests

11/04    Typed in names (89) and tests scores and sorted by score and campus.
By email  Asked committee members to check eligibility of top scorers at their campus
11/24/04  Sent top GPC scores electronically to AMATYC SML Coordinator.
           Made copies of top 26 tests and sent them and appropriate paperwork via U.S. Mail to SML Coordinator.

By email  Campus scores were sent to committee members
By email  Report of Fall SML tests sent to MCSE
By email  Report on national and regional rankings sent to MCSE
By email  Committee set date of Spring 2005 AMATYC Student Math League test
By email  Asked committee members for room numbers for test and info on prep sessions
1/05  Updated SML test info on MCSE web. Also added copy of Fall 2004 test and key.

By email  2/14/05  Asked MSCE to help write SML test questions for next year – no takers
2/21/05  Made copies of Spring 2005 SML test, answer sheet, and instructions and sent to a committee member at each campus (Bennekin, Her, Hitchcock, Oguntebi, Pierce)
3/3/05  Someone at each campus administered test (Bennekin, Her, Hitchcock, Aslam, Keener)
3/22/05  Ming Her, Sharon Keener, Alice Pierce, and Jackie Spann met to grade Spring SML tests

3/05  Typed in names (55) and tests scores and sorted by score and campus. Checked eligibility of top scorers.
3/29/05  Sent top GPC scores electronically to AMATYC SML Coordinator. Made copies of top 15 tests and sent them and appropriate paperwork via U.S. Mail to SML Coordinator.
3/30/05  Found out one student was ineligible. Had to send updated GPC list and paperwork to SML Coordinator.

By email  Campus scores were sent to committee members
By email  Report of Spring SML tests sent to MCSE
4/05  Made copies of certificate for students that took SML test – sent to committee member at each campus
By email  Report on national and regional rankings sent to MCSE and genmail
By email  Provided info to GPC Public Relations on AMATYC test and GPC high scorers

**Gainesville College Math Tournament** (Pierce)
By email  Sent info on Gainesville Math Tournament and URL to MCSE
By email  Sent reminder about early registration deadline to MCSE
Shared copies of old tests – Her, Pierce, Rusodimos (not committee member)
By email  Report on Gainesville College Math Tournament sent to MCSE
By email  Provided info to GPC Public Relations on Gainesville Math Tournament

**F. Lane Hardy and Learning Support Scholarships** (Her)
Ming Her contacted Julie Noble and Jackie Spann about criteria

By email  Sent criteria for scholarships to MCSE

Put F. Lane Hardy scholarship application and Honkan Engineering Textbook Scholarship on MCSE web site
Ming collected applications for scholarships

F. Lane Hardy scholarship – Ming typed application info into a table

By email  F. Lane Hardy applicant info sent to committee
By email  Committee members sent their F. Lane Hardy rankings to Ming.
By email  Ming narrowed list to top 6 applicants and committee members sent their rankings on the finalists

By email  Ming sent faculty recommendations for Learning Support Scholarship to committee
By email  Committee members sent their LS Scholarship rankings to Ming

By emails  Ming sent results of F. Lane Hardy and LS Scholarships to committee and MCSE