

AIHA/ DSS Scholarship Review Committee Meeting Minutes
April 11, 2006
Gonzales, LA

Yaisa Henderson--Wayne Lacombe--Richard Matherne--Silton Matt

Undergraduate Awards

- We will try to honor the board's wish to give up to two \$500 awards in the fall of 2006.
- Contacts at the University of LA—at Lafayette (ULL), University of LA—at Monroe (North Eastern) and Southeastern Louisiana University (SLU) all confirmed receipt of the DSS undergraduate award announcement.
- DSS received 0 applications to receive undergraduate student awards.
- Wayne suggested that the recommendation that student candidates give 10 minute presentations may have discouraged applicants. He suggested that we re-word our desire for student presentations. Silton wants to ensure that students are motivated to attend and participate in the local section meetings, and feels that presentations are an important component of our requirements. Yaisa suggested that the re-wording reflect the benefit of students presenting capstone, internship or EH&S related work experience.
- Yaisa suggested that Wayne obtain a list of students' names and email addresses from his university contacts. And, she offered to contact those students to give information about the application/ award process. Wayne agreed that perhaps we should be more aggressive in contacting students and that it was important for students to feel welcome to join our section.
- Richard mentioned the possibility of the scholarship review committee visiting the schools and presenting information to an IH class. He also wanted to know if our application could be extended to students attending Louisiana State University (LSU) in the Ergonomic Engineering and Environmental Science programs.
- Richard will contact department heads to get more information about the programs and submit that info to the review committee.
- We agreed to lower the required number of DSS meetings that candidates must attend from one to two. The thought is that it may be difficult for University of LA—at Monroe students to travel to the Baton Rouge/ New Orleans area.

Action Item:

Redistribute modified applications and information to schools (possibly including LSU).

Graduate Awards—Fred S. Venable

- DSS will retain control of scholarship funds, but will allow the AIHF to address the administrative part of selection candidates. We will submit our requirements and preference of geographic region. To date, our focus is to give funds to Tulane University School of Public Health & Tropical Medicine and/ or Texas A & M University students only.
- The AIHF contact is Curtis Hintz.
- Wayne shared the AIHF deadlines for the award process. We must submit all selection criteria to the AIHF by October 31, 2006 in order for a student to receive an award in 2007.
 - *Deadlines:*
 - *30- October 2006—Local sections must submit scholarship applications to AIHF*
 - *30- November 2006—AIHF contacts chosen universities and distributes applications*
 - *28- February 2007—Local sections must submit funds via check to AIHF*
 - *2 – 7 June 2007—Award recipients will be announced at AIHce*
 - *15- August 2007—Funds transferred to students*
- Since we have missed the AIHF deadline to award the Fred S. Venable award for 2006, Richard suggested that we make every effort to select a 2006 graduate student to receive an award. Richard also mentioned that in the past, when awarding graduate awards, DSS invited the Venable family to attend that section meeting.

Action Items:

Yaisa will edit letter designating the handing over of band account responsibilities from Steve Verret and Dr. Sham Sachdev to Wayne Lacombe and Richard Matherne.

Richard will attempt to contact a member of the Venable family.