



California Society of Enrolled Agents  
Education Foundation

California Society of Enrolled Agents  
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## 2011-2012 Scholarship Committee Meeting DRAFT Minutes

**Chair:** Alma Guenther, EA

**Staff Liaison:** Cary M. Steward

**Meeting Date/Time/Place:** Tuesday, November 1, 2011, 2:00 p.m. via Conference Call

### **Committee Members in Attendance:**

Norma Rae Hill, EA, Pamela Jipp, EA, Lydia Mazer, EA, Mary Philippsen, EA

### **Supporting Members in Attendance:**

Torie Charvez, EA, and Jaswant Jessie Singh, EA

### **Guests in Attendance:**

Jenny Barnes, EA

### **Review & Discussion:**

The minutes of the October 4, 2011 Committee Meeting were approved as submitted.

The committee discussed their scoring experiences and thoughts. Each Committee member had individual ideas about scoring and the average scores ranged from 66% to 82.67% for the same applicant.

Ms. Steward is making some suggested changes to the applications and will send them to the Committee for their input and comments. The committee was asked to submit any ideas or suggestions to Ms. Steward via email prior to the next Committee Meeting.

The committee would like to create guidelines for scoring to ensure consistency in grading of the applications. Ms. Steward will search the CSEA computer system for any prior grading criteria and forward to the Committee, if found.

**M/S/C** to recommend to the CSEA Education Foundation Board of Trustees that scholarships be awarded to all applicants who scored 75% or higher, with a scholarship cap for each individual of \$800.00. This is a total of six scholarships.

### **Adjournment**

The meeting was adjourned at 2:22 p.m.

### **Next Meeting Time/Date**

Monday, November 14, 2011, 2:00 p.m. via conference call.

**Report Submitted by:** Cary M. Steward

**Date:** November 1, 2011

### **Distribution:**

- Committee Members
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