The Richmond Scholars Program (RSP) administers various merit scholarships to undergraduates, each of which has a minimum award equivalent to full tuition. In addition, some scholarships include awards of room and board. The RSP designations are the Artist Scholars (tuition), Boatwright Scholars (tuition), Oldham Scholars (tuition, room, board (T, R, B)), Robins Science Scholars (T, R, B), and Science Scholars (tuition). A number of Richmond Scholars also participate in the Oliver Hill Scholars Program. The Richmond Scholars Program is managed by a director who also chairs the Richmond Scholars Steering Committee. Most members of the Steering Committee serve on the RSP selection committees. The RSP Steering Committee meets at least once in the fall and spring semesters respectively, while also responding to issues that concern the Richmond Scholars Program throughout the academic year.

Membership: Jennifer Cable (chair and ex officio), Cindy Bukach, Tina Cade (ex officio), Jim Davis, Cindy Deffenbaugh (ex officio), Al Goethals, Emma Goldman (spring semester), Laura Knouse (fall semester), Barry Lawson, Gil Villanueva (ex officio)

Our committee met on May 7th, just after the annual reports were due for 2011-12; the discussion items for that meeting included:
> Evaluate changes made to the RSP finalist visit during 2011-12.
> Evaluate changes to the interview process (from in-person to Skype) and the successes/challenges experienced throughout the interview week.
> Review the overall yield for Richmond Scholars entering in fall 2012 (class of 2016). As of the date of that report, the yield was slightly higher than projected; once all acceptances were in, we had exceeded our target goal of 45 Richmond Scholars for the class of 2016 by 17.
> Consider the involvement of the Steering Committee in additional activities surrounding recruitment and yield in the Richmond Scholars Program; how might Steering Committee members further contribute to our recruitment and selection process?
> Revisit the minimum cumulative GPA policy.

The Steering Committee met on September 12th with the following discussion items:
> Update RSP plans for 2012-13, including student gatherings/programming efforts.
> Other updates concerning scholar students that occurred during 2011-12:
  a. Scholarships removed due to failure to maintain a CGPA of 3.0 (2)
  b. Scholar students who transferred over the summer of 2012 (2)
> Report on RSP events that had taken place during the first few weeks of the semester.
> A look ahead concerning the recruitment of Richmond Scholars for 2013. This included a discussion of Skype interview plans and how we could improve upon the process from last year. This meeting also included our first introduction to OnBase, an on-line file review system recently adopted by the Office of Admission. With thanks to our Office of Admission colleagues, a number of training sessions in OnBase were made available for all RSP selection committee members, providing step-by-step guidance for on-line file reading. We also thank our colleagues at the Help Desk, who assisted all of our Mac users with configuring their computers so that they too could use OnBase.

In addition to our meetings, the committee engaged in extensive electronic discussions over the course of the academic year: the first over winter break concerning students whose CGPA had dropped after the first semester, and twice during the latter half of the spring semester. Specifically during the spring semester, the first case addressed a student conduct issue which was resolved by asking the RSP director to meet with the student to discuss conduct expected of a Richmond Scholar; the second case concerned a possible student medical withdrawal and how that action would impact the individual’s scholarship. As of the writing of this report, the second issue is not resolved due to the sensitive nature of such cases. The RSP Steering Committee continues to monitor the student’s progress.

Our final meeting of the semester will be held during the week of May 20th; during that meeting we will review all student appeals under the CGPA policy, how we as a committee should respond concerning student health issues and the impact on the scholarship, review the annual report of the Richmond Scholars Program, and address any new business.

I would like to sincerely thank the members of the Richmond Scholars Program Steering Committee for their exceptional service throughout the academic year, as they were unstinting in sharing their time and expertise.

Respectfully submitted, April 25, 2013

Jennifer Cable
Chair, Richmond Scholars Program Steering Committee
Director, Richmond Scholars Program

Richmond Scholars Program Steering Committee
Cindy Bukach
Tina Cade, ex officio
Jim Davis
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