

# Award Guidelines for the CAIR Samuel Agronow Scholarship

*(Approved by the CAIR Executive Board on June, 7, 2018)*

## **1. In Memory of Samuel Agronow**

Sam Agronow had a long and distinguished career in institutional research spanning a number of institutions including Riverside County Schools, the University of California, Samuel Merritt College, and Saint Mary's College. Sam also served as CAIR's president in 2007-08 and participated on the Board for several years, helping to shape and improve the organization.

Colleagues of Sam remember him for many of his admirable qualities, but in particular for his breadth of experience in higher education and his service to CAIR. Many remember his positivity and generosity as a colleague, the value he placed on professional development, his creativity and excellence as a data analyst, and his belief in the value of higher education as a public good.

## **2. Scholarship Purpose**

- The purpose of the Sam Agronow Institutional Research Scholarship is to support the education of California residents pursuing a degree or certificate in preparation for a career in the field of institutional research.
- The scholarship is sponsored by the California Association for Institutional Research (CAIR).
- The award serves to promote careers in institutional research and encourage student participation in the CAIR community.

## **3. Benefits to Award Recipients**

- The Sam Agronow Institutional Research Scholarship is a \$2,250 scholarship awarded annually.
- Recipients may use the Scholarship as they choose to cover the cost of their IR certificate program expenses, CAIR conference attendance, access to IR resources (e.g., AIR membership, journals/magazines/books), and/or professional development activities (e.g., workshops, seminars, AIR online courses).
- The Scholarship recipient will be featured on the CAIR website and recognized at the CAIR conference.

#### **4. Scholarship Application and Selection Process**

- The applicant must provide his/her name, degree or certificate, name of college or university in which the applicant is enrolled, and expected date of completion of the degree or certificate. The Scholarship will be awarded in coordination with the appropriate office (advancement, financial aid, etc.) at the recipient's college or university.
- The applicant must submit a one-page letter of application. The letter of application should describe how and why the applicant is preparing for a career in Institutional Research. In honor of Sam, the letter should mention how the applicant plans to use the funds to emulate at least one of the qualities. Sam's colleagues particularly remember him for: his breadth of experience in higher education and his service to CAIR, his positivity and generosity as a colleague, the value he placed on professional development, his creativity and excellence as a data analyst, and his belief in the value of higher education as a public good.
- The applicant must submit two (2) letters of support. At least one letter should come from a faculty member and/or supervisor. The second letter can come from a mentor, friend, family member, supervisor, and/or teacher. The letters should speak to the applicant's goals and potential contribution to the IR field.
- The applicant must indicate how he/she plans to use the Scholarship funds: IR certificate program expenses (e.g., tuition, books), CAIR conference attendance, AIR membership, Access to IR resources (journals, magazine subscriptions related to IR), Professional development activities (workshops, seminars, AIR online courses).
- The deadline to submit an application, including letters of support, is Sept 15<sup>th</sup> of the awarding year. To submit an application visit this webpage [\[include hyperlink/URL\]](#). Upon submission, an email with instructions will be sent to those designated to write a letter of support. Questions should be directed to Cinnamon Danube (cdanube@ucmerced.edu).

#### **5. Scholarship Eligibility**

- Only one recipient will be chosen annually for a one-time award.
- The applicant must be a California resident as defined by his/her college or university.
- The applicant must be pursuing a degree or certificate program in

- preparation for a career in the field of institutional research.
- Applicants who have received the Sam Agronow Scholarship in the past are not eligible.
  - The scholarship will be disbursed contingent upon proof of enrollment in a degree or certificate program in preparation for a career in the field of institutional during the current or subsequent term.
  - CAIR has the discretion to not award the scholarship if it finds no clearly outstanding applicant.

#### **6. Awards and Scholarships Committee**

- The standing CAIR Awards and Scholarships Committee will review all applications. Other professionals in institutional research may be invited to serve on the Committee.
- The Award and Scholarship Committee, will provide the Board with its recommendation(s) for a recipient. The CAIR Board will then select one applicant to receive the Scholarship.
- To avoid a conflict of interest, past or current supervisors, instructors, advisors, or mentors of the applicant may not participate on the Committee.