**Committee Name:** Student Affairs policy committee (SAPC)

**Meeting Date & Time:** 1 December 2017; 2:07-2:45

**Meeting Location:**Ennis Hall Conference Room 105

**Attendance**:

|  |  |  |  |
| --- | --- | --- | --- |
| **Members “P” denotes Present, “A” denotes Absent, “R” denotes Regrets** | | | |
| R | Gabrielle Aladesuyi | R | Altimease Lowe |
| R | Brenda Deal | R | Michael Muller |
| P | Emily Gomez (Chair) | P | Stephanie Opperman |
| P | Austin Hughes | R | Olha Osobov |
| R | Wanda Johnson (Vice Chair) | P | Amy Pinney |
| P | Monica Ketchie | P | Simplice Tchamna (Secretary) |
| P | Andy Lewter (Dean of Students) |  |  |
| Guests | | | |
|  | *Italicized text denotes information from a previous meeting.* |  |  |
|  | \*Denotes new discussion on old business. |  |  |

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| Agenda Topic (Committees should feel free to customize this template to make it as functional for them as possible. Other categories of topics might include Reports, Information Items, Unfinished Business, etc.) | Discussions & Conclusions | Action or Recommendations | Follow-Up {including dates/responsible person, status (pending, ongoing, completed)} |
| **I. Call to order** | The meeting was called to order at 2:07 pm Emily Gomez (Chair) |  |  |
| **II. Approval of Agenda** | A MOTION to approve the agenda was made and seconded. | The agenda was approved as circulated. |  |
| **III. Review/Approval of Minutes** | The minutes was approved |  |  |
| **IV. Old Business/Review of**  **Actions/Recommendations** |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **V. New Business** Actions/Recommendations |  |  |  |
| **1.**  **Follow up on discussions from previous meetings** | * Diversity Action Plan with Dr. Womack * SGS can help spread the word about where students can go to report and handle student complaints * Help develop a media strategy * Early College discussion with Dr. Sallad * Student organizations and student senate can reach out more to EC students * Discussion with registrar Anderson * Currently the Add date us 3 days after the semester begins and Drop date is 5. Interest in extending the Add date inline to the first Friday, the same as drop date * Extending the withdraw period by one week to receive a W and not a WF with the purpose of receiving midterm feedback and allowing time to discuss options with the professor, advisor and parents | The committee agrees that the Q&A last month with the invitees (Dr. Womack, Dr. Sallad and registrar Anderson) was productive and very informative.  There will be more follow ups with other invitees in Spring semester when we come back from the break. |  |
| **2.**  **Set Agenda items for next semester** | * Invite early college students * Have an invitee to talk about the HUB * Continue the discussion about midterm grade policy |  |  |
| VI. Next Meeting | Next meeting date is February 2, 2017. |  |  |
| VII. Adjournment | adjourned at 2:45 pm. |  |  |

**Distribution (as determined in committee operating procedure – one possibility given):**

First; To Committee Membership for Review

Second: Posted to the Minutes Website

**Approved by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Committee Chairperson (Including this Approval by chair at committee discretion)

**Guidance**

**Committee Name: SAPC**

**Committee Officers:** Emily Gomez (chair), Wanda Johnson (Vice Chair), Simplice Tchamna (Secretary)

**Academic Year**: 207-2018

**Aggregate Member Attendance at Committee Meetings for the Academic Year:**

**“P” denotes Present, “A” denotes Absent, “R” denotes Regrets**

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|  |  | | | | | | | | | |
| Meeting Dates | | 09/1/2017 | 10/6/2017 | 11/3/2017 | 12/1/2017 |  |  |  |  |  |
| Gabrielle Aladesuyi | | P | P | A | P |  |  |  |  |  |
| Brenda Deal | | R | R | R | R |  |  |  |  |  |
| Emily Gomez | | P | P | P | P |  |  |  |  |  |
| Austin Hughes | | R | R | P | P |  |  |  |  |  |
| Wanda Johnson | | P | P | P | R |  |  |  |  |  |
| Monica Ketchie | | P | R | R | P |  |  |  |  |  |
| Andy Lewter | | P | R | P | P |  |  |  |  |  |
| Altimease Lowe | | R | P | P | R |  |  |  |  |  |
| Michael Muller | | P | P | P | R |  |  |  |  |  |
| Stephanie Opperman | | P | P | P | P |  |  |  |  |  |
| Amy Pinney | | P | P | P | R |  |  |  |  |  |
| Olha Osobov | | P | R | P | P |  |  |  |  |  |
| Simplice Tchamna | | P | P | R | P |  |  |  |  |  |
|  | |  |  |  |  |  |  |  |  |  |

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CHAIRPERSON SIGNATURE DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-

(Including this Approval by chair at committee discretion)