**Committee Name: Student Affairs policy committee**

**Meeting Date: February 28, 2014**

**Meeting Location: Atkinson Hall 202**

**Attendance**:

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| **Members “P” denotes Present, “A” denotes Absent, “R” denotes Regrets** | | | |
| P | Doreen Sams, Chair | R | Caitlin Mullaney |
| P | Mandy Jarriel, Vice Chair | P | Amy Pinney |
| P | Nicole DeClouette, Secretary | R | Sarah Rose Remmes |
| R | Victoria Ferree | R | Tim Smith |
| R | Gail Godwin | P | Evelyn Thomas |
| R | Bruce Harshbarger | P | Stephen Wills |
| P | Daniel McDonald | P | Andy Lewter |
| Guests: None | | | |
|  | *Italicized text denotes information from a previous meeting.* |  |  |
|  | \*Denotes new discussion on old business. |  |  |

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| Agenda Topic | Discussions & Conclusions | Action or Recommendations | Follow-Up {including dates/responsible person, status (pending, ongoing, completed)} |
| **I. Call to order** | Meeting called to order at 1:32 pm. |  |  |
| **II. Approval of Agenda** | Mandy moved to approve the agenda and Daniel seconded the motion. Agenda approved. | Approved |  |
| **III. Approval of Minutes** | Steve moved to approve the January 24, 2014 meeting minutes and Mandy seconded the motion. Minutes approved. | Approved |  |
| **IV. Old Business/Review of**  **Actions/Recommendations** |  |  |  |
| **a. Active Military Attendance Policy** | Are we going to propose something similar to the policy on excusing student athletes from class?  Being military friendly is a separate issue from TDY. |  |  |
| **b. Definition of Military Friendly** | The committee discussed whether or not we want to pursue becoming an officially recognized military friendly school. Is it within our mission to lift this up as something that is important to pursue? We need to look at the mission. If yes, then how will we define military friendly for our school? How will our definition align with the federal definition? How will the details of our policy align with the checklist from the Department of Defense?  Committee members decided that this is something important to pursue due to our relationship with Robins Air Force Base and our need to stay competitive with Macon State.  It looks like a lot of the requirements to be military friendly are also SACS requirements. SACS also wanted us to address this.  It looks like we are headed in the direction of making our college a more formalized military friendly campus. We want to get credit for it. In the end, we will propose this and it will go out to the campus community anyway. We are already getting some GI bill recipients here already. Being military friendly would make us more desirable. This also seems to fit within the diversity and inclusion mission.  Our next step needs to be looking at the survey. Bruce was going to look at the criteria on the survey that was sent to the registrar’s office about what makes a campus friendly or not. We need to look at the survey to see where we are deficient. How far would we have to go in order to qualify? This may be attainable and within reach but we won’t really know until we see the requirements. |  | Mandy will email Kay Anderson about SACS requirements regarding military.  Dee will email Bruce about sending us the survey. |
| **V. New Business** Actions/Recommendations |  |  |  |
| **a. Member Reports** | Daniel (and other library employees) went through **Safe Spaces Training**. Learned a new acronym LGBTQ’ (the apostrophe stands for all the identities that have yet to be determined).  Dee has not talked to the provost about **common planning time** and whether or not it is worth our time to pursue.  Dee did reach out to the graduate programs and did not find any training on **harassment**. The general finding is that the policy is in the handbook but there is not explicit training offered. Health and Human Performance Program received an email this morning about including these policies in their handbooks.  College of Education is better at orienting undergraduate students than graduate students. Steve will look into whether or not there is a policy in the graduate student handbook. Are there program or unit wide policies? |  | We should all be looking into graduate programs’ policies on harassment. |
| **b. Other new business** | Library is working on a **system of online publications** for research in order to make all research that comes through GCSU accessible. Josh Kitchens is working on a policy for archiving and accessing theses, submissions, distributions, etc. This is a work in progress—looking for policies regarding archives.  **URACE** is spending the last of the $100,000 budget today. No money will be returned this year. $20,000 went to students for presenting at conferences. The website is up. Faculty are taking training. They are still working with legal, financial aid, HR, etc. getting details worked out for summer research grants.  [http://gcsu.edu/urace](http://gcsu.edu/urace" \t "_blank)  Even though we have changed the time of our committee meetings, **SGA student reps** are still not showing up. SGA meets in the Student Activities  Center (SAC) at 2pm on Fridays. We could consider holding our committee meetings in SAC at 1:30 and students may be more likely to attend at least for 30 minutes.  Mandy volunteered to serve as our committee’s representative for the **10th year anniversary of the senate recognition ceremony**. Mandy will let Catherine Whelan (chair) know. |  |  |
| VI. Next Meeting | **April 4, 2014 Atkinson 104**  **1:30 pm** |  |  |
| Topics for Discussion |  |  |  |
| VII. Adjournment | Adjourned at 2:28 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)

**Committee Name: Student Affairs policy committee**

**Committee Officers: Doreen Sams, Mandy Jarriel, Nicole DeClouettte**

**Academic Year: 2013-2014**

**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** | | **8/14** | **8/23** | **10/4** | **11/15** | **1/24** | **2/28** | **4/4** |  |  |  |  |  |
| Doreen Sams | | P | P | P | P | P | P |  |  |  |  |  |  |
| Mandy Jarriel | | P | P | P | R | P | P |  |  |  |  |  |  |
| Nicole DeClouette | | P | P | P | P | P | P |  |  |  |  |  |  |
| Victoria Ferree | | R | P | R | R | R | R |  |  |  |  |  |  |
| Gail Godwin | | P | P | R | P | P | R |  |  |  |  |  |  |
| Bruce Harshbarger | | A | P | R | P | P | R |  |  |  |  |  |  |
| Daniel McDonald | | P | P | P | R | P | P |  |  |  |  |  |  |
| Caitlin Mullaney | | A | P | R | P | R | R |  |  |  |  |  |  |
| Amy Pinney | | P | P | P | P | P | P |  |  |  |  |  |  |
| Sarah Rose Remmes | | A | A | R | P | R | R |  |  |  |  |  |  |
| Tim Smith | | P | P | P | P | R | R |  |  |  |  |  |  |
| Evelyn Thomas | | P | P | P | P | R | P |  |  |  |  |  |  |
| Stephen Wills | | P | P | R | P | P | P |  |  |  |  |  |  |
| Andy Lewter | | P | P | P | P | P | P |  |  |  |  |  |  |
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\*Member excused and sent an alternate \*\*Meeting Cancelled

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

(Including this Approval by chair at committee discretion