**Committee Name: Student Affairs Policy Committee (SAPC)**

**Meeting Date & Time: August 15, 2014**

**Meeting Location: Rock Eagle 4-H Center/ 2014 Senate Retreat**

**Attendance**:

|  |
| --- |
| **Members “P” denotes Present, “A” denotes Absent, “R” denotes Regrets** |
| P | Donna Bennett | P | Macon McGinley |
| R | Nicole DeClouette | P | Holly Nix |
| P | Ruth Eilers | R | Janna Parker |
| P | Victoria Ferree | P | Amy Pinney |
| R | Heidi Fowler | P | Cathy Stevens |
| P | Juawn Jackson | P | Moriah Thomas |
| R | Andy Lewter |  |  |
| 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** | n/a |  |  |
| **II. Approval of Agenda** | n/a |  |  |
| **III. Approval of Minutes** | n/a |  |  |
| **IV. Old Business/Review of****Actions/Recommendations** |  |  |  |
| **1.** | n/a |  |  |
| **2.**  | n/a |  |  |
| **V. New Business**Actions/Recommendations |  |  |  |
| **1. Mission of SAPC** | --Determine what we can cover and what we should pass on to other committees.--What is our charge?--What have we done in the past? Visit senate website and review motions. Sexual Harassment Policy is an example. Look at Annual Report for 2013-2014.--Have procedure in mind when focusing on policy (helps with feasibility/success of policy).--Senate members have the responsibility to keep constituents abreast of senate happenings. |  |  |
| **2. Robert’s Rules Review** | --Voting--Extending/cancelling meetings |  |  |
| **3. Meetings** | --Quorum = 7 members present to vote. Students need to be present.--If you cannot attend a meeting, send regrets to the secretary.--Email Macon with old/new business and if we have general questions.--Agenda will be posted on senate.gcsu.edu--Carter Shadden. Is GA keeping senate website up-to-date?--ad hoc committees can look at best practices of a topic and report back to the group.--Invite “experts” to cover parts of the agenda items if needed. |  |  |
| VI. Next Meeting | August 22, 2014 |  |  |
| Topics for Discussion | --On campus housing policy for freshmen--Support group for off-campus students--Resolution for full-time LGBTQ Coordinator |  |  |
| VII. Adjournment | n/a |  |  |

**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: Student Affairs Policy Committee (SAPC)**

**Committee Officers: Macon McGinley (Chair), Amy Pinney (Vice Chair), Nicole DeClouette (secretary)**

**Academic Year: 2014-2015**

**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 | 8/15/14 | 8/22/14 | 10/3/14 | 11/14/14 | 1/23/15 | 2/27/15 | 4/3/15 |  |  |
| Donna Bennett | P |  |  |  |  |  |  |  |  |
| Nicole DeClouette | R |  |  |  |  |  |  |  |  |
| Ruth Eilers | P |  |  |  |  |  |  |  |  |
| Victoria Ferree | P |  |  |  |  |  |  |  |  |
| Heidi Fowler | R |  |  |  |  |  |  |  |  |
| Juawn Jackson | P |  |  |  |  |  |  |  |  |
| Andy Lewter | R |  |  |  |  |  |  |  |  |
| Macon McGinley | P |  |  |  |  |  |  |  |  |
| Holly Nix | P |  |  |  |  |  |  |  |  |
| Janna Parker | R |  |  |  |  |  |  |  |  |
| Amy Pinney | P |  |  |  |  |  |  |  |  |
| Cathy Stevens | P |  |  |  |  |  |  |  |  |
| Moriah Thomas | P |  |  |  |  |  |  |  |  |

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

(Including this Approval by chair at committee discretion)