**Committee Name: Student Affairs policy committee**

**Meeting Date: October 4, 2013**

**Meeting Location: Atkinson Hall 104**

**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 | P | Tim Smith |
| R | Gail Godwin | P | Evelyn Thomas |
| R | Bruce Harshbarger | R | Stephen Wills |
| P | Daniel McDonald |  |  |
| Guests: Doc St. Clair (Vet Center)Ken Farr (Faculty Athletic Representative)Kate Pope (Advancement)Andy Lewter (Dean of Students) |
|  | *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 2:00 pm |  |  |
| **II. Approval of Agenda** | Agenda approved.  | Approved |  |
| **III. Approval of Minutes** | Amy moved to approve the minutes and Mandy seconded. All voted in favor of approving the minutes. | Approved |  |
| **IV. Old Business/Review of****Actions/Recommendations** |  |  |  |
|  **1. Student Emergency Funding** | Kate Pope reported that the Student Emergency Fund finally has it’s own account (F20073) under the name “Helping Hands Hardship Fund.” The account has roughly $3000 in it now. Kate is going to look into this because the fund should have more money. There should be about six deposits from Papa Johns fundraising because SGA did this for about six months. Kate only saw one deposit listed from Papa Johns. Tim will talk to Caitlin and Holly about this too. Right now, advancement is capping the awards at $500 in order to support more students. The process is as follows: a student is identified by faculty or staff to Financial Aid, Financial Aid will share that information with advancement and with the scholarship committee (made up of alumni board), and the scholarship committee will vote to approve the scholarship. Voting can take place by email or phone so the process can be quick. We need to get this to our constituents. Kate will send Dee a synopsis that we can share with faculty. Kate is also working on setting up a Kroger Plus Card system where a portion of each card swipe will make money for the SEF. This would entail Kroger customers going online once to link their Kroger card to this system. Kate will get back to us about this development. Tim shared that SGA is setting up a student trivia night at Amici’s from 10:00 – 11:59 pm on October 21st to raise money for the SEF. #studentshelpingstudentsTim is also on the Public Relations Committee this year so he will make sure that faculty know about fundraising opportunities (like Papa John’s Pizza nights).  |  | Tim will look into the number of deposits for Papa John’s fundraising.Kate will do the same. Kate will send Dee a synopsis about Helping Hands Hardship Fund for us to share with our colleges. Tim will inform faculty university wide about SGA fundraisers.  |
|  **2. Corporate sponsorships** | No updates. |   |  |
|  **3. SGA survey** | Tim reported that only one RSO actually meets on Friday afternoons at 2pm. Since changing the common meeting time, meeting attendance has declined 30-40%. Tim will send the survey results to Dee. SGA is also getting ready to run surveys so Tim will try to get a question in the survey about common meeting time. We don’t know if Victoria talked to the Provost about this. Tim will ask Victoria. We also need to know where RPIPC stands on this issue.  |  | Tim will:1. Send SGA survey results to Dee.
2. Include a question about common meeting time on SGA surveys going out.
3. Talk to Victoria about her meeting with the Provost.
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| **4. Student Retention**  | While SAPC was once charged with looking at student retention, the hope is that the student success collaborative will take the reigns to figure this out since the issues are bigger than SAPC and the data is so scattered. The Provost wanted SAPC to come up with ideas about why students don’t return between their freshman and sophomore years but the data shows that fewer leave after self-reporting as freshman that they plan to leave. Research shows that students stay when they belong to student organizations (see Alexander Aston’s and Vince Tinto’s work). Suzanne Pittman also collected data a couple of years ago on student retention and feelings of belonging. One approach we may think about taking is to combine the student retention issue with the RSO issues not meeting and collaborating because of the common meeting time. If the common meeting time was changed, and students were more engaged with RSOs, they may feel more of a sense of belonging, and they may decide to stay at GC.Students may be in the best position to make a change. SAPC has tried to address this and there has been no movement. There are 170 RSOs on campus. Get the students behind a change you want to see. |  |  |
| **V. New Business**Actions/Recommendations |  |  |  |
|  **1. Ken Farr-Athletic Report**  | As the Faculty Athletic Representative (FAR), Ken Farr was charged with reporting the academic performance of athletes to faculty via SAPC. Ken shared the report (attached below) and highlighted a few academic achievements (e.g., student athletes have higher GPAs than the general student body; the graduation rate last year was 83% for GC athletes). Coaches are doing well to recruit students who they know will fit in well at GC. The athletic program strives to build strong relationships between athletics and academics—always emphasizing that student athletes are students first. Coaches emphasize the importance of students communicating with faculty but occasionally, they still experience difficulty with faculty not excusing students from class for away games.  |  | All: Share the information from the athletic performance report with faculty in your college. |
|  **2. VET Center** | Doc St. Clair reported on the possibilities of starting a Vet Center here at GC because people coming back from war often have a hard time adjusting to GC culture. Doc said that vets miss having that close connection to others and there is nothing vet-friendly at GC. When vets are looking for schools, through Service Member Opportunity College (SOC) and Yellow Ribbon Program, GC is not on those lists. Kay Anderson should be able to tell us how many vets we have right now. We need to identify who they are first. What can we do now (because the Center is not going to happen overnight)? What are their needs?What resources can we make available to them right now? We also need to identify faculty and staff members who are vet friendly. This may be a good time to pursue this because of budget cuts. Doc reported that there are 60,000 soldiers coming back from Afghanistan and the GI Bill pays 100% tuition plus a stipend. ROTC scholarships pay 100%. GC could also register with the VA and that will bring additional funds to the university. We could also pull students from GMC. We currently aren’t reaching out to bring them here. Doc has been in touch with Robert Morris University (RMU) in Pennsylvania (see the attached power point slides). There is a person from RMU who is willing to come to GC to talk to the Provost about financing the Vet Center.GC Support: Stas was invested in this while he was here. He charged a committee with looking into this, the Veteran Affairs Committee. We need to look into the work of this committee—see what they have done and if they are still active. Bryan Marshall was also trying to move this forward. The Center could start out with one room, with hours posted, cell phone posted, retired rank, pictures/posters on the walls, etc. Maybe a place for vets to leave patches and coins…a way of creating a safe, temporary home. The center’s staff person would act as a middleman—looking out for the student, acting as the student’s champion or cheerleader but also acting as the liaison—someone who knows the policies and procedures at GC and can help the student navigate through those. This should be something that we are already doing. We know how to build communities and cohorts. We should look into the policies of other vet centers. We would need to propose a policy to move forward. We also need to look at our policies and procedures to make sure they are vet friendly. For example, one of the vets wanted to join a fraternity but the policy is that you have to be here for one semester before you join. He may have felt that this is not a vet friendly place because of this policy.  |  | Kay Anderson: How many vets do we currently have?Dee will find out about this status of this committee. |
| **3. Operating Procedures** | ECUS thought our operating procedures were too simplistic. Everyone needs to look at our procedures and other committee’s operating procedures to put together some ideas for revision by our next meeting.  |  | All: Review our current operating procedures prior to our next meeting and come with suggestions. |
| **4. Staff Emergency Fund** | Daniel and Evelyn are on another committee working to establish an emergency fund for GC staff.  |  |  |
| **5. Student Travel Funds** | Dee reported that the proposals for student travel funds are ready. The goal is to get students mentored through research and get them to conferences. The committee is working on getting the website up and running. $22,000 is available. Funds will be awarded to students presenting at conferences; they must also apply for SGA funding to support travel. Awards will be up to $500 for state and regional conferences and $750 for national conferences. The committee also wants to support students attending conferences even if not presenting. Group travel reimbursement is also possible.Get this information out to faculty. urace@gcsu.edu |  | All: Get this information out to faculty in their colleges. |
| VI. Next Meeting | **November 15, 2013 Atkinson 104** |  |  |
| Topics for Discussion | Vet Center |  |  |
| VII. Adjournment | Adjourned at 3:19 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 |  |  |  |  |  |  |  |  |  |
| Mandy Jarriel | P | P | P |  |  |  |  |  |  |  |  |  |
| Nicole DeClouette | P | P | P |  |  |  |  |  |  |  |  |  |
| Victoria Ferree | R | P | R |  |  |  |  |  |  |  |  |  |
| Gail Godwin | P | P | R |  |  |  |  |  |  |  |  |  |
| Bruce Harshbarger | A | P | R |  |  |  |  |  |  |  |  |  |
| Daniel McDonald | P | P | P |  |  |  |  |  |  |  |  |  |
| Caitlin Mullaney | A | P | R |  |  |  |  |  |  |  |  |  |
| Amy Pinney | P | P | P |  |  |  |  |  |  |  |  |  |
| Sarah Rose Remmes | A | A | R |  |  |  |  |  |  |  |  |  |
| Tim Smith | P | P | P |  |  |  |  |  |  |  |  |  |
| Evelyn Thomas | P | P | P |  |  |  |  |  |  |  |  |  |
| Stephen Wills | P | P | R |  |  |  |  |  |  |  |  |  |
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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