

# STUDENT AFFAIRS ADMINISTRATIVE COUNCIL MEETING

## CORRECTED MINUTES

**December 4, 2008**

**Present:** Dan Burcham, Mike Cairns, Matt Chaney, Jo Gerst, Cindy Horn, Kathy Lake, Kristin Norton, Kristen Salomonson, Mark Schuelke, and Paul Sullivan

### **Budget**

Dr. Burcham indicated that he is expecting an executive order from the Governor regarding a budget reduction prior to June 30. He noted that if it is a short-term cut, we should be fine. However, if it is in base reductions we will look at positions. He asked that the directors begin thinking what their options would be. Dr. Burcham noted that all divisions are doing the same thing. He also asked the directors to forward him suggestions regarding budget reductions.

### **Consultant Review – Retreat**

Kristen Salomonson asked the directors for feedback on the retreat that was held last month. It was suggested that a core group be formed to meet with HR and start brainstorming to develop values for customer service. Further discussion was held on staff performance, improving staff performance, and what is expected. The book entitled, How to Have Difficult Conversations will be ordered for the directors to read. The following people will serve as the core group: Mike Cairns, Cindy Horn, Jo Gerst, Kathy Lake, Paul Sullivan, and Kristen Salomonson.

### **Announcements**

Kristen Salomonson announced that Fall applications look healthy and we are running about even from last year. The on-campus applications are doing well and we are ahead in processing. Spring semester is consistent and it looks like on-campus enrollment will be even with last year.

Kristin Norton indicated that Student Conduct has been very busy with serious infractions. She noted that the Hall Directors are continuing to do a good job.

Matt Chaney noted that he is seeing many students with personal issues but has heard many good comments about the Office of Student Conduct being fair with the students.

Cindy Horn indicated that she is trying to increase income with facility rentals and swim lessons. They are currently booking high school overnights for Spring semester. As a result of patron requests, U-rec will be increasing the hours that the pool is open for lap swim. She also asked the directors to let her know if they know of anyone who could be a fitness instructor as they are in desperate need. Four students are repairing fitness equipment and they have developed an equipment review cycle.

Cindy announced that they are moving forward on the Director of Student Leadership and Activities search with phone interviews tonight. The Assistant Director of Student Leadership and Activities search has 57 applicants; however, only ten are qualified.

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Cindy also indicated that on Wednesday there was a chemical spill in the Rec Center when students were delivering the chlorine for the pool. A review of training for handling chemicals is taking place.

The Rec Center and Racquet Facility has been asked to participate in the Community Health Fair.

Mark Schuelke reminded everyone that Jodie Sweetin from "Full House" will be speaking tonight. On December 12 a video conference will be held on "Rethinking the Drinking Age." Invitations will be forthcoming.

Paul Sullivan commented that he also feels that Student Conduct is doing well in handling the various situations. Paul noted that the Health Center is starting to slow down a little but that the Counseling Center is still very busy.

Jo Gerst reported that they are getting ready for the end of the semester with a short turn around time.

Kathy Lake announced that the scholarship offerings are looking good for next Fall. They are:

- 36 Founders
- 76 Presidents
- 472 Deans
- 426 Residential Life

The New Student Receptions are being organized with a reception being held locally.

Mike Cairns attended the SPARC meeting for Dan and he indicated that the Student Affairs Diversity Highlights were mentioned by Dr. Pilgrim, and that Student Affairs assessment was mentioned by Dr. von der Osten as taking the lead.

Mike thanked everyone for all their work on the HLC criterion and core components. Mike also indicated that we might want to host a Dawg Day for community members. It was suggested that Troy would look into this.

Dan reminded everyone of the Holiday Gathering at his house tonight.

Respectfully submitted,

Linda J. Telfer  
Executive Secretary to the  
Vice President for Student Affairs  
Acting Vice President for Academic Affairs