

STUDENT AFFAIRS ADMINISTRATIVE COUNCIL

MINUTES

January 29, 2009

Present: Dan Burcham, Matt Chaney, Jo Gerst, Cindy Horn, Kathy Lake, Kristen Norton, Kristen Salomonson, Mark Schuelke, Paul Sullivan, Linda Telfer, Troy Tissue, Rob Wirt, and Leroy Wright.

Guest: Angie Roman

Electronic Excused Absences

Linda indicated that the directors will be submitting their excused absences electronically now. If anyone has problems, please let her know. Instructions were sent to all directors previously.

Distinguished Staff/Team Awards

Linda Telfer encouraged those present to submit nominations for the Distinguished Staff and Team Awards.

Medical Withdrawal

Jo Gerst explained that discussions had taken place regarding Medical Withdrawals and it was determined that this will not be a policy but an addendum to the current policy. Jo indicated that medical withdrawals need to go to the Health Center where academic withdrawals do not. It was suggested that students be given the information (flier distributed) prior to their decision to withdraw. Jo indicated that the students need to contact the Registrar's Office directly to be in compliance with Title IV.

Summary Suspension

Leroy Wright indicated that he is the designated person to give summary suspensions. Below is a list of events that will occur:

1. Dean Wright receives information from DPS, City of Big Rapids, Mecosta County Sheriff's office, or a Hall Director.
2. Dean Wright will then make a determination if the student needs to be temporarily suspended from the University.
3. Dean Wright writes a letter to the student prior to a hearing explaining the violation of University policy.
4. Student goes through process.
5. Student has right to appeal decision.
6. If appeal is granted, student may return to university.
7. If appeal is not granted, student is suspended.
8. Student Conduct distributes notification letter.

Dean Wright reminded the directors that nothing is final until the appeal deadline has passed. He also explained that he is talking to the student through this whole process.

HLC

Leroy Wright encouraged everyone to participate in the listening sessions and to fill out the survey on Criterion 1. Discussion followed on using the term purpose statement vs. mission statement.

Good News

Dan encouraged the directors to continue giving him good news stories as these are very much needed.

Student Leadership & Activities

Dan indicated that he continues to struggle with what to do with Student Leadership and Activities as we had a failed search. He noted that the search for the Assistant Director will continue but that other models are being reviewed for this office.

OMSS Relocation

As a result of the OMSS move, there may be a need to open other areas on campus 24/7 for studying during exam week. The areas that are being reviewed are the IRC connector and Rankin Student Center.

Co-Curricular Transcript

Mark Schuelke indicated that software systems are being reviewed which would allow us to do a co-curricular transcript plus other reporting. He noted that a committee will research this further. It was suggested that IT staff be involved on this committee also.

Recruitment Initiative

A major recruitment initiative is being launched in the College of Engineering Technology sponsored by the Vice President for Academic Affairs Office. Other colleges have expressed an interest also.

Announcements

Kristen Salomonson reminded everyone of the New Student Receptions that are coming up. She continues to work on HLC and the Student Affairs Student Employee Learning Survey.

Cindy Horn reported that:

- Court 3 of the Rec Center has a bubble in the floor due to the roof leaking. Repair estimates were just received at \$65,000 for the floor and \$500,000 for the roof.
- Thefts are on the rise and that people are leaving their lockers unlocked. It was suggested that locks be put on all lockers and patrons will have to secure a key to use them.

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- Cindy noted that 14 basketball teams played in the MLK Basketball tournament sponsored by OMSS.
- Cricket is being introduced in intramurals, with training being run through the International Affairs office.
- The Wellness Program has many new classes being offered.
- The Rec Center continues to have hot water problems with either no hot water or too much hot water.

Kathy Lake reported that:

- The WNF scholarships look healthy; however, due to the reporting issues last year it is difficult to make a comparison from last year.
- The Great Lakes Scholarship (former Chicago Initiative) point in time has doubled.
- 50 Students who qualified for the WNF have qualified for the Great Lakes also.
- The search for the Hispanic Recruiter has been stopped as this position will be given back due to budget constraints. They will seek to fill with a full-time temporary person for one year.

Jo Gerst reported that the Records Office is working on Summer and Fall schedules and they will be available for viewing in the very near future. She also indicated that the academic calendars has been approved and placed on the web.

Rob Wirt noted that Financial Aid is working with Admissions in messaging students. He also indicated that the Stimulus Package that is proposed will be good for Financial Aid.

Troy Tissue indicated that:

- a number of areas are collaborating on yield projects.
- Dawg Days this weekend has over 100 registered.
- The first New Student Reception will be held in Dearborn at the Dearborn Inn with 337 RSVPs.

Matt Chaney announced that:

- there were great activities for the MLK events.
- plans are underway for Black History Month.
- GearUp activities will be in EduGuide and distributed nationally.
- the Bus Tour planning is underway with the Bus Tour scheduled for May 11-14. They will be visiting Lansing, Battle Creek, Flint and Detroit.

Mark Schuelke reported that

- 1000 tickets have been purchased for January Jams. Troy Tissue indicated that a message could be sent out to all students concerning purchasing tickets.
- The Festival of Arts will be kicked off tonight with an ice sculpture.
- The Gift of Life student campaign is in progress. A blanket is on display for those who have donated organs.
- February 12 the First Lady's Attic will host an open house.

Angie Roman announced that the Job Fair will be held on Thursday, February 6, with 71 employers registered, six people have cancelled, and 17 employers are staying on campus that evening and the next day to interview. She also noted that they will recognize the Partners in Success with their plaque.

Kristen Norton is recruiting students for the UCD (University Committee on Discipline).

Leroy Wright reminded the directors that he is still looking for Orientation Leaders.

The directors discussed the Annualized Planning and their need for assistance with this. Dan indicated that a working lunch will be set up to assist the directors in getting this started.

Sincerely,

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