

## **STUDENT AFFAIRS ADMINISTRATIVE COUNCIL**

### **MINUTES**

**March 26, 2009**

**Present:** Dan Burcham, Mike Cairns, Matt Chaney, Jo Gerst, Cindy Horn, Kathy Lake, Kristin Norton, Angie Roman, Kristen Salomonson, Mark Schuelke, Paul Sullivan, Troy Tissue, Rob Wirt and Leroy Wright.

#### **125<sup>th</sup> Anniversary Celebration**

Dr. Burcham asked that the directors mark their calendars for April 22 and 23, 2010 as the former Presidents will be invited to campus for a Presidential Symposium and Community Dinner. He asked that the directors be thinking about what we could present such as what each department is doing and co-curricular transcripts.

#### **Share Your Success**

Dr. Burcham indicated that April 9<sup>th</sup> the President will be meeting with the division and would like to hear the success stories. He asked that each department share 2-3 things that tie into student learning and stress those activities that are in collaboration with Academic Affairs.

#### **Savings Opportunities**

Dr. Burcham indicated that he has been asked to reduce the budget by another 2% which will amount to \$131,500 for Student Affairs. He asked that the directors be thinking of how they could cut their general fund budgets.

#### **Assessment/Learning Outcomes**

Dr. Cairns asked that the directors send their selected assessment initiatives and learning outcomes to Dana Bissett so that she can compile them. He stressed that not everything needs to be submitted. He asked that these items be submitted before April 9<sup>th</sup>.

#### **Announcements**

Angie Roman – Career Services

- Explained that the Internship in Michigan website is up and running.
- Announced that there will be a workshop series about transitioning from college to the workplace in mid-April.

Kristen Salomonson – Enrollment Services

- Explained that the Admissions and Records videographer has an opportunity for an internship with “Dirty Jobs.”

Matt Chaney – Multicultural Student Services

- Met with Maude Bigford regarding increasing minorities in the Honors Program. Matt will also be meeting with the minority honor students concerning their perception in the near future.
- Delta Sigma Theta and Kappa Alpha Psi will be having their 40<sup>th</sup> anniversary reunion on April 2-5.

Mark Schuelke – Student Leadership and Activities

- Distributed “Things to do at FSU” posters.
- Announced that the main acts for Ferris Fest have signed contracts.
- Reviewing 5-Star, Rising Star, and Torchbearer awards.

Troy Tissue - Admissions

- Reported that the admissions numbers are stable in comparison to last year.
- Development is progressing on a portal for assessing those in migrating to post-secondary education through the State of Michigan
- Videotaping will be done at the WILL conference as well as at The Big Event.
- A veterans group is being organized.
- Covert High School will participate in Dawg Days with the assistance of CPTS.

Paul Sullivan – Birkam Health and Counseling Center

- Health Center is busy
- Looking at electronic medical records
- Looking at hiring an additional part-time provider to do some work next year to assist the doctors.
- Had 13,000-14,000 patient visits
- Dealt with a needlestick incident in Grand Rapids with the Pharmacy program.
- Dealt with a student spreading HIV and threatening to spread more.
- Dealt with a death threat
- Counseling Center involved with off-campus offices more
- Alcohol screening will take place in three weeks.

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Rob Wirt – Financial Aid

- Sent awards out to freshmen and first-time transfer student awards early this year.
- Summer awards will start being released next week.
- Proposed new grant for students impacted by the economy in Michigan

Jo Gerst – Records Office

- Registration started last week and seems to be going well.
- Today is the last day for Spring withdrawal.

Kathy Lake – Enrollment Services

- Phone calls were made last week to the Great Lakes Scholarship students (over 200).

Cindy Horn – University Recreation

- Working with club sports in submitting their budget to Student Government's Finance Division.
- Intramurals are running strong at almost capacity.
- Has some issues with pool and has had to close it several times.
- Board approved the replacement of the roof and floor that is damaged.
- Ropes Course is taking reservations.
- RMLS program received accreditation and the team was impressed that the program was actually housed in the Rec Center.

Mike Cairns – Student Affairs

- Remember to submit your evidence list
- Threat Assessment Team procedures will be reviewed.

Kristen Norton – Student Conduct

- Student employees are padding their timecards. She asked everyone to review the cards carefully. Three students have been suspended and a lot of money was taken.

Respectfully submitted,

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