

STUDENT AFFAIRS ADMINISTRATIVE COUNCIL

MINUTES

October 18, 2012

Present: Dan Burcham, Mike Cairns, Nick Campau, Matt Chaney, Sara Dew, Deanna Goldthwait, Elise Gramza, Cindy Horn, Angie Roman, Kristen Salomonson, Mark Schuelke, Linda Telfer, Renee VanderMyde and Leroy Wright

Absent: Kathy Lake

Continuing Plans

Dr. Burcham asked Mark Schuelke if everyone had something in their Continuity Plans. Mark Schuelke indicated that all departments did have them in the system with the exception of the Office of Multicultural Student Services. All directors were asked to update them, particularly with staff changes.

- Dan questioned if the Timme Center were not in operation, what would happen?
- What would happen if Helen Ferris went down next year?

This will be discussed at the next Administrative Council meeting.

Strategic Planning Consultant

Dr. Burcham announced that he would be bringing a strategic planning consultant in and that some administrators would be removed from this process. Some things that he would like discussed is recruitment, including transfers, enrollment, efficiencies and collaboration. He would like this done before the holiday break.

Mentoring

Dean Wright reported that in the SPARC meeting it was discussed that Dr. Pilgrim will be putting together a task force and that he would like to document what kind of mentoring is being done with students. This would entail student to student, faculty to student and staff to student. Dr. Pilgrim will be sending more information soon.

University Center Update

Mark Schuelke announced that the committee met with the architects and consulting firm last week and was presented with a good, better and best design. Good = not a whole lot, \$28 million we would go from a Dome Room to a Ballroom, and \$40 million we would get a multi-purpose room and an auditorium. They are working on a target date of the November Board meeting.

Diversity Reports

Dr. Cairns indicated that the Diversity reports are to be completed as in the past. Due date is Friday, October 19th to Sherry Hayes.

Chief Student Affairs Officers Meeting

Dr. Cairns attended the Chief Student Affairs Officers meeting yesterday (October 17). Some of the topics discussed were transferability, veterans, and reverse transfer. The drive for the community colleges to offer a bachelors degree is not being discussed at this time. Some other items of interest are:

1. Oakland University – students have to pay for their recreation center but employees get to use it for free.
2. Some universities are offering a wellness program for students.
3. All institutions have a Title IX coordinator and most are housed in the Equal Opportunity Office, Affirmative Action Office, Institutional Equity Office, etc.
4. A copy of Eastern Michigan University's Key Performance Indicators was distributed.
5. Student Affairs is now a part of Academic Affairs at Eastern Michigan.
6. IPEDS is the preferred method of data collection compared to HEIDI.
7. Discussed financial literacy and all those present thought that the bigger issue is affordability.
8. Western Michigan has an on-line financial literacy model which is working well. They use the government model plus a "home grown" model.
9. Student Affairs at Oakland University is handling the academic advising as their President gave Student Affairs \$500,000 to get this done and it is working great.
10. Discussed postings on campus and the FIRE group.
11. Discussed Saudi Arabian students receiving scholarships at other universities.

Montcalm Community College Visit

Dan Burcham indicated that a group visited Montcalm Community College yesterday. They would like to talk further about RSO leadership, both formal and informal. They will also have a mandatory live orientation in June and would like to visit ours in January. We will also be working with them on veterans' issues.

Announcements

Cindy Horn

- Session A of swim lessons is completed.
- Had a lengthy discussion of floaters in the pool and also urine.
- United Way in the rec center will consist of raffles and various food events including, "Make your own Quesadillas." Also, Jane Hardybala will be doing a raffle for a homemade dinner which will be delivered the last day of classes.
- Various Recreation Center brochures were distributed.

Leroy Wright

- The new Independent Living Skills Coach, Janette Ward, will begin October 22 and will be housed on the second floor of the Birkam Health Center.

Elise Gramza

- Cleaning up the on-line graduation application at Kendall as well as the Academic Affairs reorganization information in Banner.
- Met with the Study Abroad Office regarding getting some processes clean-up so that we are in compliance.
- Dan indicated that the President would like to know how many reverse transfer degrees have been granted as he is interested in giving a \$500 scholarship to students in the future.

Sara Dew

- Have sent out scholarship letters for the 2013-2014 year and will be sending out more every Wednesday.
- Financial Aid has need-based funding for Spring admits and new transfer admits.
- Discussed the need to have an agreement with each institution for students taking classes through the International Student Exchange program.
- Need to determine how many valid associate degree programs we have because students need to be in a valid program in order to receive aid.

Mark Schuelke

- Most of the people in Rankin will be moving into the Helen Ferris terrace.
- The Torch will be moving to the Rec Center. Discussion followed on whether this was permanent or not.
- The institution has supported the 211 initiative to get it off the ground. We cannot determine how many FSU students use this service. Ferris will fund this one more year.

Nick Campau

- PAVE (software program) will be moving from an on-site Ferris hosted server to a caller based which should allow for faster service.
- Conduct cases are low; however, one UCD has been held with two more scheduled.
- Nick will be attending a sexual assault conference at the end of the month.
- Discussed the Foster Youth Initiative and noted that 16 students are in the system.

Angie Roman

- Professional Leadership Conference is October 27. Students indicated that they would like it to be held on a Saturday; however, presenters are harder to get so if anyone is interested in presenting, please let her know. Theme is “Small Talk, Join the Conversation.” Conference itself will begin with registration at 11:00 and Rachel Cruze will present at 5:00.
- Congratulations to Avery Larson and Byron Williams for being elected Homecoming Queen and King.
- Will be doing the TV show today on Greek Life.

Renee Vander Myde

- The Counseling Center is partnering with the Birkam Health Center in doing a CLC workshop.
- Talking to satellite offices regarding protocol for handling students.
- Working with FCTL in assisting faculty to understand and recognize the problems in their classrooms.
- Will invite Chris Richmond to an Administrative Council meeting to discuss Solution Focused counseling.
- The Counseling Center and Health Center will have their software merged by January.
- Health Center is going through a restructuring in personnel as well as various other things such as dress code.
- Have given 550 flu shots and still have some available.
- Distributed a new Birkam Health Center poster.
- Have given out 324 condoms just with the coupons.
- Can access the Health Center page on Facebook by scanning the code on the poster.
- Conducted a survey for the Birkam Health Center and received 664 responses with most of them being negative. The negative responses will be worked on. Dan asked that the survey and responses be brought to Administrative Council.
- Read a thank you letter regarding the Health Center sending items to El Salvador.

Deanna Goldthwait

- Attended a Health Center staff meeting.

Matt Chaney

- Homecoming was a huge success.
- Great turnout for the tailgate.
- Apollo Showcase in the Dome Room went real well.
- Actor Chris Key was on campus.
- Alumni party at The Gate went well.

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- Will be collaborating with Piram in the International Office regarding student learning.
- TOWERS Program is doing well with 40-50 students attending.
- Conducted a session on time management and also will have a book club.

Respectfully submitted,

Linda Telfer

Executive Secretary to the

Vice President for Student Affairs