Student Affairs Council

**MEETING MINUTES**

 Date: Friday, October 10, 2014

 Time: 10:45 a.m.

 Place: ADM Board Room

# Call to order

Dr. John Spencer called to order the regular meeting of the Student Affairs Council at 10:45 a.m. on Friday, October 10, 2014 in the ADM Board Room.

# Roll call

***The following Council members were present:***  *Dr. James Bullock, Tammi McKinnon, Casey Martin, Barbara Howell, Dr. Susanne Wache, Robyn Jardine, Ray Winiecki and Michael Welch.*

***Excused:*** *Dean Inman, Veronda Tatum*

***Not present:***

***The following guests attended the meeting:*** *Amy Sturdivant, Henry Culbreth and Phil Ballard*

*Lucy Carr-Recorder*

# Review and approval of minutes from May meeting

Dr. Spencer opened the meeting stating that the September minutes were sent out and thanked Dr. Bullock for leading the meeting in his absence. Everyone should have had a chance to review them if not, he had copies available. Casey moved to approve and accept the minutes, a vote was taken and the minutes were approved.

# Old business

None

# Standing Committee Reports

## Pre-College Education Committee – *Chair: Dr. John Spencer*

They met last month and they are currently working on a project that stemmed from one of the new purposes of the committee which is to identify those spots on campus where we have pre-college students and try to transition them into SouthArk students. For example: the GED Program and the Adult Education Program; we want to ensure that we recruit heavily in those students and convince them to become SouthArk students. They are coming up with a plan to start with that target group. Eventually, they want to look at all of them across the board, they want to look at all of the programs; the concurrent students and unofficially the Upward Bound Students even though we can’t recruit them, we can make sure that SouthArk is the best of the best in front of them so that they will want to come here. Casey made a comment that starting January 2014 the Testing Center began giving the GED computerized exams; that’s the only way they are given in the State of Arkansas. That means getting them from the East Campus to the West Campus and it has gone very smoothly. Dr. Spencer asked her to come to their next meeting and Casey agreed.

## Recruitment, Retention & Student Success Committee – *Chair: Robyn Jardine*

## Robyn stated that due to the turnover in her area they have not met. She hopes to meet one day next week after the AAYTC meeting.

## Scholarship Committee – *Chair: Veronda Tatum*

Dr. Spencer announced that Veronda was out today but sent her information by him. The Scholarship Committee met Wednesday September 24th at 2:30 p.m. to review additional scholarship applications for the 2014-2015 school year. They reviewed approximately 39 complete applications for 22 open scholarships. 11 students were awarded scholarships. 11 scholarships were left open due to lack of qualified applicants. These scholarships will be re-advertised for the Spring 2015 semester.

Dr. Wache shared many complaints from students about these scholarships. They claim that they can never reach the requirements (number of credit hours, a certain passing rate) they state that they are unachievable because they are overloaded at home and with school. As a result, many are not applying claiming there’s no point. Casey commented that not all of the scholarships require the same amount of credit hours or passing rate. For example: The Single Parent Scholarship.

Dr. Spencer stated that Dr. Wache has raised a valid concern and if that is going around the rumor mill we want to address it with the students. Casey stated that maybe that concern could be brought to the Scholarship Committee and Dr. Spencer agreed.

Robyn also pointed out that one of the challenges with the scholarships is that the committee doesn’t actually make the requirements on certain scholarships the person who actually issues it have their own requirements.

Dr. Spencer asked Dr. Wache if she would be willing to go to the Scholarship Committee meeting and raise this concern. He thinks it would be helpful to take a look at our scholarships and do an assessment of how many applications we’ve had as well as an assessment of the applicants. What is the weakness? Is it actually a GPA issue? How many qualified students do we have that did not apply? Dr. Spencer will go with Dr. Wache to the committee meeting and raise that point.

Casey suggested that maybe the Scholarship Committee can look at the scholarships that have not been awarded and determine the restrictions on some of them; maybe there aren’t enough students who would qualify for it. Then consider taking their findings to the person who donated the scholarships to see if they might consider changing their criteria for it.

Michael added that there may also need to set some type of filter for it because some students won’t apply because they don’t want to do the work for it. He knows personally by working in Financial Aid dealing with the scholarships as well as being in the classroom with these students; he believes that it goes both ways.

## Student Services Committee – *Chair: Dr. Susanne Wache*

Dr. Wache was thankful for Veronda’s suggestion for a valuable student representative for their committee, Tia McCray. They also added Blake Nolan from the Respiratory Services Program to replace a member who left SouthArk.

They have already sent out the voting for Who’s Who Among Universities and Colleges for students with a GPA of 3.5 and once all the votes are in they will have the students write the one page essay. Also coming up this Fall is the second voting for the currently enrolled students. This is not based on GPA. They can be nominated because they are great leaders in the group or the community, great academically and so many other reasons why these students can be nominated.

She also reported that they have decided to have their committee meeting at the East Campus for Dr. Dave Carty who struggles to get to the West Campus due to prior obligations.

Dr. Spencer encouraged everybody to complete the Who’s Who. Although Veronda is out today, Dr. Wache explained Veronda’s previous concern about the fact that many of the students would have already graduated so she reminded her of what they did last year and this year which is to take all students from one full academic year rather than just the Fall term students. This ensures that the Spring term students have a chance to get in Who’s Who. This may mean that some of these students may have graduated but they still get their name in the book.

# New Business

Dr. Bullock sent out a reminder this week to all full time faculty and staff about the wearing of the visible SouthArk ID. TLC has done a great job of producing these ID’s for a long time and we’ve added a free lanyard so the students can wear their ID’s. The underlining reason is to have a safe campus so we can identify that the people who are here are supposed to be here. We have distributed 800 lanyards which means we are half way there so please help us by taking this message back to your respective areas to remind the students to wear their ID’s wherever they are on college grounds. We don’t mean to be punitive or accusatory just a friendly reminder for the safety of all of us on campus.

Casey suggested sending out an email to the faculty explaining that if they will take a quick survey of those in class who don’t have an ID or lanyard to send Casey an email telling her how many lanyards and the number of students. Then next class period she can bring the IPad and take their picture and maybe by next class period deliver the ID’s. They want everyone to have one so if they can’t make it to TLC she will come to them. Dr.

Dr. Bullock stated that TLC has been very diligent in recording the names of all the students who received ID’s and lanyards as well as the dates they received it. This will help if there is any resistance from the students claiming they didn’t receive one.

Dr. Spencer shared that there is a proposal that was brought to the Academic Affairs Council last week by the Curriculum Committee and although this isn’t something we will be voting on he thought it would be helpful since it will affect the way we interact with students especially how we advise them so we need to be aware of what is on the table. He asked Dean Ballard and Henry Culbreth to explain the proposal.

According to Dean Ballard the faculty does an amazing job teaching College Algebra but because it is such a challenging course some students have to take it 2-3 times to get through it. Mr. Culbreth led the faculty in developing this short term pilot class. They are hoping it will make a big difference. He asked Mr. Culbreth to explain it to this committee. Mr. Culbreth stated that he initially wrote up the proposal and sent it out and requested feedback from his colleagues then revised it, included their input, then submitted it to Dean Ballard to approve. He shared that part of Title III was to redesign their college algebra course which they did by adding an online homework feature. They have gotten about a 10% improvement on the success rate. He went on to say that they have had such good success with the lab in the basic studies program that they are hoping it will carry over for college algebra.



Dr. Spencer stated to clarify; the proposal is to add the lab to college algebra just like intermediate algebra. According to Dean Ballard, it looks like it will be approved after it goes to the Planning Council then to the President’s Cabinet. The only other hurdle will be to get the Board of Trustees to approve a $30 lab fee to pay for the tutors. Dr. Bullock brought up a good point; he stated that this lab is essentially “supervised homework”.

Dr. Spencer suggested that if anyone had any serious concerns he would suggest they attend the Planning Council meeting on October 24. Dean Ballard reiterated that they are looking at this as an experiment and if it doesn’t work, they will abandon it.

# Review Action Items

Casey is going to be coming to the Pre-College Education Committee meeting at the end of the month. Susanne and Dr. Spencer are going to attend the Scholarship Committee meeting and raise the concern and everyone on this committee is going to complete the Who’s Who nomination form so we will have 100% participation from this Council. Also, with the ID reminder let’s be nicely and graciously aggressive.

# Adjournment

There being no further business, Casey moved to adjourn. The meeting adjourned.

*Minutes submitted by: Lucy Carr*