Student Affairs Council

**MEETING MINUTES**

 **Date:** Friday, February 12, 2016

**Time:** 10:46 a.m.

**Place:** ADM Board Room

**1) Call to order**

The meeting of the Student Affairs Council was held at 10:46 a.m. on Friday, February 12, 2016, in the Administration Bldg Board Room.

**2) Attendance**

***The following members were present:*** *Dr. John Spencer (chair), Amy Sturdivant, Casey Martin, Barbara Howell, and Dr. Susanne Wache, Veronda Tatum, Vanessa Williams, Elichia English, Ray Winiecki, Tammi McKinnon, and Dr. Jim Bullock.
Adrienne Lawrence, recorder*

**3) Review and Approval of Minutes**
Upon calling the meeting to order, Dr. Spencer opened the meeting stating that everyone should have a copy of the minutes from November. Ray Winiecki motioned to approve the minutes and Casey Martin seconded the motion. The minutes were approved as printed.

**4) Old Business**

* Review Council structure /personnel in APM: Discussed APM 3.01: Shared Governance
* Committee chairs do not have term limits;
* Committee chairs will be faculty members with the exception of the few select committees;
* Casey asked for clarification on the term limits and timeframes;
* Dr. Bullock asked the chair to clarify the options on how to appoint committee chairs and when;
* The APM does not fully explain the process for nominating committee members.
* Academic All Star: The Academic All Star will be recognized at the fall student recognition ceremony. The committee would like to recognize this past fall’s Academic All-Star this spring.

**5) Standing Committee Reports**

* **Pre-College Education Committee (Dr. Spencer).** No report
* **Retention & Student Success Committee (C. Martin).** Retention plan has been compiled and submitted to Dr. Bullock for revision.
* **Scholarship Committee (V. Tatum).** The scholarship application is now available and the deadline for submittals will be March 1, 2016.
* **Student Services Committee (Dr. Wache)**. Dr. Wache began a discussion on the meaning of the student recognition ceremony and the student nomination process overall. The Student Services Committee structure is being updated at this time.

**6) New Business**

None

**7)**  **Announcements**

* Dr. Spencer asked everyone to think about what they would like to see on the Jenzabar Portal (what they will need to use and what the students may need), so that they can let the Jenzabar staff incorporate that information into the system.
* African American Family and Friends Day – February 20, 2016
* Southark and members of our community have partnered to present many events in celebration of Black History Month. Veronda Tatum will send out an email regarding specific information on these events.
* Student Recognition Ceremony – April 21, 2016

**8)**  **Review Action Items**

Dr. Bullock will check with cabinet on the language in APM 3.01 for clarification.

Dr. Spencer will check on the timeline for committee re-structuring that is on-going.

**8) Adjournment**

There being no further business, Casey Martin moved to adjourn and Tammi McKinnon seconded that motion at 11:25 a.m. The next meeting will be on March 11, 2016, at 10:45 a.m. in the Admin. Board Room.