Student Affairs Council

**MEETING MINUTES**

 Date: Friday, September 11, 2015

 Time: 10:45 a.m.

 Place: ADM Board Room

**1) Call to Order**

The meeting of the Student Affairs Council was held at 10:52 on Friday, September 11, 2015 in the Administration Bldg Board Room.

**2) Roll Call**

***The following members were present:*** *Tammi McKinnon, Dr. John Spencer (chair), Sherry Briggs, Casey Martin,, and Dr. Susanne Wache.
Adrienne Lawrence - recorder*

***Excused:*** *Barbara Howell, Lena Wood, and Michael Welch*

***Guests Attending:*** *Dr. Mickey Best, Grace Osborne*

**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 April 10 minutes. Casey moved to accept the minutes, and Tammi seconded it. The minutes are approved as printed.

**4) Old Business**

Review of Shared Governance – Dr. Best explained the significance, rotation, and structure of shared governance. The system of committees and councils are designed to identify and solve problems and to address institutional needs.

* **Committee Structure.** Institutional decision-making at SouthArk is supported by a system of shared governance composed of councils and committees that function as recommending bodies with respect to those matters that fall under their sphere of responsibility.
* *Councils* are the primary vehicle to foster collaborative development or review of college procedures.
* Planning Council
* Academic Affairs Council
* Administrative Affairs Council
* Student Affairs Council
* *Committee* representative groups focus on specific areas of college operations.
* Standing Committees
* Ad Hoc Committees (formed as needed)
* Appointed Committees

**5) Standing Committee Reports**

* **Pre-College Education Committee** (Dr. Spencer). The committee met in the spring and wanted to coordinate and push for more program involvement at the SouthArk Expo. They succeeded in this task with more programs than in previous years.
* **Retention & Student Success Committee** (C. Martin). The committee will meet to review the retention plan.
* **Student Services Committee** (Dr. Wache). Dr. Wache brought up a concern that the committee is not meeting on schedule and will fall behind with coordinating and planning the recognition ceremony.
* **Scholarship Committee** (V. Tatum). No report

**6) New Business**

* **ADA Compliance Committee.** Grace Osborne brought a proposal to the committee to form a standing ADA Compliance Committee. After Dr. Spencer moved to approve the proposal, Casey Martin seconded the motion. He then opened the floor for discussion. Casey moved to amend the purpose and functions of the ADA Committee to make recommendations to the Student Affairs Council and to act upon issues referred by the Student Affairs Council. The amendment to the motion was seconded by Tammi McKinnon. The Student Affairs Council passed the motion to create the new ADA Committee, it will be presented at the next Planning Council meeting.



* **Student Representative.** Dr. Spencer informed the committee that it is time to nominate a new student representative to replace Michael Welch on this council. The discussion about the student representative will be tabled until next month.

**7)**  **Review Action Items**

The committee will work on recommendations for a student representative for the Student Affairs Council.

**8) Adjournment**

There being no further business, Casey moved to adjourn and Tammi seconded that motion at 11:07 a.m. The next meeting will be on October 9, 2015, at 10:45 in the Admin. Board Room.