Student Affairs Council Meeting Minutes
11/8/2022
10:00 am
Location River Room and ZOOM

Roll Call:

√	Mindy Ashby	√	Leslie Cornelius-Weldon	√	Mindy Reach, Chair
√	Jipaum Askew	√	Amber Suggs	√	John Sparks
	*Teale Betts *at NACEP conference*	√	Donna Price	√	Danielle Boyd
√	Blake Goforth	√	Dr. Tammy Capps	√	Lindsay Johnson
	Dr. Robert Woolridge	√	Carrie Davis		

Agenda Items:

I. Call to Order

The meeting was called to order at 10:02 am by Mindy Reach, Chair.
A quorum was present.

II. Approve Minutes of October 11, 2022

A motion was made by Amber Suggs to approve the minutes of the October 11, 2022 meeting. There was a second by Mindy Ashby. All voted in favor and the motion carried.

III. Items for Discussion

Policy 8150 – Revise per Executive Council

- The Executive Council returned Policy 8150 to this council for additional information.
- The policy must align with one of the college's value statements. The council agreed this should be Value Statement #3 Equal Access to Educational Opportunities for all Citizens.

- The policy must also relate to ICCB rules. The council agreed this policy best relates to ICCB Administrative Rules Section 1501.402 Admission of Students.
- The council updated the proposed policy statement to include these references.
- The policy must relate to HLC criteria. The council agreed this policy best relates to HLC criterion 1.C.
- A motion was made by Amber Suggs to send this revised policy statement back to Executive Council for review, with a second by Mindy Ashby. All voted in favor and the motion carried.

IV. New Business

1. Transcript Policy from Student Success Team

- Tammy Capps made a motion, with a second from Jipaum Askew, to send the transcript policy back to the Recruitment and Enrollment Team for the addition of related laws and values. All voted in favor and the motion carried.

2. Financial Aid procedure from Student & Community Outreach

- Tammy Capps shared that the Federal Student Aid Handbook requires SAP be policy. Every school that she has researched includes SAP as policy and not procedure. Our appeals process can be included in procedures, but the SAP regulations must stay as policy, per the Dept. of Education.
- Jipaum made a motion, with a second from Blake Goforth to send the SAP policy back to the Student Success Team for further review. All voted in favor and the motion carried.

3. Shared Governance Feedback

- Quorum
    - The Executive Council is considering removing the quorum requirement since many of the teams and councils are having a problem with attendance.
- Carrie Davis suggested they evaluate committee assignments. She suggests committee assignments relate to the departments in which we work so that we can offer helpful suggestions and be active participants in the meetings.
- Mindy Reach added that Executive Council is looking at allowing people to remove themselves from committees if they do not wish to participate.
- Donna Price added that some people are in so many teams/councils they do not have time to perform their regular duties.
- Dr. Price also sent out a questionnaire to be completed anonymously if we prefer to respond in that manner.
- Lindsay Johnson suggested that many of the committees can be combined because they seem to overlap.

4. **Assign policies to teams**
    - Mindy said there has been some confusion as to which teams were supposed to be reviewing which policies. The assignments are as follows:
        a. Student Affairs Council – Admissions policies
        b. Student Success Team - Financial Aid policies
        c. Recruitment & Enrollment Team– Enrollment Services policies
        d. Student & Community Outreach Team – Student Life policies
5. **Assign Strategic Plan Initiatives**
    - Mindy explained that now Strategic Plan Initiatives should be assigned to the teams. The council agreed that we need some clarification on this assignment from the Executive Council.
    - A motion was made by Amber Suggs and seconded by Danielle Boyd to table this item until we receive further explanation. All voted in favor and the motion carried.

V. Next Meeting Date

- December 13, 2022
  There is a scheduling conflict at the time of the meeting in December so Amber Suggs made a motion to move the meeting time from 10:00 am – 12:00 pm to 1:00 pm – 3:00 pm on December 13. Blake Goforth seconded this motion. All voted in favor and the motion carried.

Adjournment

Blake made a motion, with a second by Amber, to adjourn. All voted in favor and the motion carried. The meeting adjourned at 11:46 am.