

STUDENT AFFAIRS COMMITTEE 4th MEETING MINUTES

Wednesday, January 18, 2012
12:47 1:47 pm, VPAA Conference Room

Members present:

Faculty and Staff Members

Lane Brooks (Chair), William Hervey (Chair-Elect), Myungjae Kwak (Recorder), Francisco Lopez, Lynn McCraney (ExO), and Harry Papagan

Student Members

Mark Hazen, Tarco Foster, Summer Leverett, and Jimmy Mitchell

Guests

Kevin Cantwell (Chair of the Faculty Senate) and Wendy Thompson (Office of Development and Alumni Affairs)

Members Absent: Michael Stewart (ExO) (Excused) and Charles Garrett (Resigned)

- I. Meeting called to order at 12:47 by Lane Brooks
- II. Old Business
 - a. Reports from the Student Handbook Subcommittee
 - i. William Hervey (Chair of the Student Handbook Subcommittee) reported that the Student Handbook overall meets requirements, except that there are few minor editing issues.
 - ii. Mark Hazen stated that it seems that recently changed refund policy for financial aid has not been updated.
 - iii. Lynn McCraney mentioned that she report back to the committee after looking at the refund issue.
 - b.

- iii. Lane Brooks stated that the subcommittee will request more information about student fees and look into further based on the gathered information.

III. New Business

- a. Discussion about possible Alumni Survey in regards to Graduation
 - i. Lane Brooks stated that Wendy Thompson was invited to discuss how to use alumni to help the committee gather useful information in regards to Graduation.
 - ii. Wendy Thompson mentioned that the office can survey all of MSC's alumni but the response rate will be low from the past experience that the response rate of the previous surveys through emails was under 20%. The reason was that alumni hardly opened

applications. She also mentioned that the Campus Activity Board is not serving for student academic activities and the Student Affairs Committee reviews and makes decisions about student activities. The Campus Activity Board simply receives the budget and decides where to spend the budget.

- iii. Lane Brooks mentioned that the committee will ask the Campus Activity Board to review its structure and responsibilities. If any clarifications or modifications are needed, the committee will discuss further.
 - iv. Kevin Cantwell also mentioned that Governor is concerned about the student fees' increases of the institutions within University Systems of Georgia and asked to review their structures and current situation.
 - v. The committee discussed and agreed that the structure and uses of student fees in MSC should be transparent to the public.
- b. Discussion on how to select an alternate student member
 - i. Charles Garrett resigned due to his other responsibilities and Lynn McCraney said that Michael Stewart has a list of students who have been approved by the president. The committee chair will let him know that a new student member needs to be appointed.
 - c. Set meeting schedule for reviewing four mandatory student fees (Public Safety Fee, Technology Fee, Recreation and Wellness Fee, and Student Activity Fee)