Approved October 24, 2012 SAC #1

Indiana State University

Faculty Senate Student Affairs Committee

September 26, 2012

2:00 p.m., Scott College of Business

Present: Committee: Azizi Arrington-Bey, Cheryl Blevens, James Buffington, Swapan Ghosh, Jake Jakaitis, John Liu. Students: Matt Copas, Brandon Harris, Rachel Leshinsky, and Jacoby Waldron. Ex-Officio’s: Alma Anderson, Brian Coldren, Josh Powers, Rich Toomey.

1. Call to Order.

Blevens called meeting to order at 2:00 p.m.

1. Adoption of the Agenda.

Agenda adopted as distributed.

1. Approval of minutes (SAC 11/12-0, 4/26/12)

Electronic approval. **6-0-0**.

1. SAC Duties and Responsibilities from University Handbook.

Buffington distributed and reviewed SAC duties & responsibilities.

1. Election of Chair, Vice-Chair, and Secretary.

Ghosh moved to accept the following as officers for the 2012-2013 SAC: Chair, James Buffington; Vice-Chair, Della Thacker; and Secretary, Cheryl Blevens. Toomey seconded. **Motion passed 6-0-0**. Buffington assumed control of the meeting.

1. Clarification, discussion, and assignment of Charges for 2012-2013.

ONGOING

1. Identify a faculty member to serve as rep to SGA Senate meetings.
	1. Jakaitis will serve as committee rep to the SGA Senate during the Fall Semester. Ghosh will serve during the Spring Semester. Hauser will notify Jakaitis, Ghosh, and Buffington of the SGA Senate meeting schedule which begins in November.
2. Administer the Faculty Scholarship.
	1. A subcommittee consisting of Ghosh (chair), Arrington-Bey and Liu will assume responsibility for the charge. Buffington speculated the scholarship fund likely has a balance of approximately $30,000. Last year’s committee drafted a timeline that this year’s committee will find useful. Toomey offered Sarah Wurtz, Scholarship Director, Admissions and High School Relations Financial Aid Office, as a resource.
3. Continue to monitor international student enrollment
	1. Buffington will assume responsibility of the charge. Powers noted that international enrollment is currently up 50%, from 50 to 100.
4. Complete annual report of activities (including 2011-2012) for review by the executive committee.
	1. Buffington will assume responsibility of the charge.

NEW CHARGES

1. Explore whether financial aid delays limit student’s ability to purchase books. Suggested Proposal to broaden exploration: Investigate reasons for students purchasing textbooks late, and propose solutions.
	1. A subcommittee consisting of Toomey, Blevens, and Copas will assume responsibility of the charge. Buffington will approach Bob Guell to act as a resource. Toomey will recruit the ISU Bookstore manager and the textbook manager as addition resources. Ghosh asked about the formation of a “bank” where students could apply for university-related financial emergencies. Toomey explained the existence of such a program, the Sycamore Emergency Loan Program. Currently, the $75,000 fund is depleted and the program is temporarily frozen until loan repayment starts happening.

Charges Left Over from 2011-2012

1. Examine the Summer School policy for tuition & fee requirements for students taking courses. Determine whether a single “bracketed fee” structure is feasible in summer as it is in the fall and winter. The committee feels it is in the best interests of the students to offer the bracketed fee structure as a third semester. Students’ having the opportunity to take 6-12 hours is in line with the strategic goals of the university.
	1. Buffington distributed a charge information sheet (see attachment labeled “charge 1” at bottom of these minutes). Anderson reported that another Faculty Senate committee was investigating alternative summer term arrangements. Coldren reported that the Board of Trustees approved a new summer undergraduate student fee schedule that will begin with the 2013 Summer I and Summer II terms (see attachment “Coldren email”). Jakaitis moved suspension of the charge. Anderson seconded. **Motion passed 6-0-0**.
2. Continue to investigate the relationship and balance between fiscal health and academic standards.
	1. Powers and Toomey will supply SAC members with a profile of the student community at ISU. This information will be helpful to SAC as members work on committee charges. Buffington distributed a charge information sheet (see attachment labeled “charge 2”). Toomey moved suspension of the charge. Anderson seconded. **Motion passed 6-0-0**.
3. Undertake a review of current rules governing course evaluation policies and practices at department and college levels. B. Guell gave a report on how department chairs used the SIRs with the faculty in their departments. 24 chairs responded to the survey.
	1. Buffington will request that Bob Guell provide SAC with a summary of the work of last year’s committee. A subcommittee will be formed at the October 24th meeting.
4. WP/WF Policy: Should WF grades be retained, and if they are retained, whether/should they impact the GPA.
	1. A subcommittee consisting of Thacker, Jakaitis, Coldren, Powers, and Waldron will assume responsibility of the charge. Buffington asked for a report at the October SAC meeting.
5. Setting date/time/place for next meeting.
	1. SAC will meet at 2:00 p.m., in the Scott School of Business, on October 24, November 14, and December 5. The Spring Semester meeting schedule will be determined later. Blevens will generate Outlook calendar meeting requests to the committee.
6. Administrative reports
	1. Admissions.
		1. Toomey noted that recent student growth showed a welcome improvement in quality as much as quantity of students. He offered his office’s resources and any data they have that would help SAC and its subcommittees to perform their duties.
	2. Vice President for Academic Affairs.
		1. Powers distributed copies of “Research Brief: MAP-Works: What Do We Know About Our Freshmen at Week Three?” prepared by the Office of Student Success (see attachment “MAP-Works”). He reported a 90%+ return rate among freshmen who took the survey, and then pointed out results highlights.
7. Adjournment
	1. Meeting was adjourned at 3:15 p.m.

***NOTE: All attachments are saved in a separate PDF.***