

***Student Affairs Council  
Minutes: October 6, 2017  
1:00-3:00pm in the 3/216 (Boardroom)***

**Attending:** Kerry, Christina, Kyle, Fiora, Sue and Ryan

**Excused:** Carl

**Recorder:** Leanne Guthrie

**Quorum:** 6/10

Agenda Item	Notes	Actions
Past meeting minutes	<ul style="list-style-type: none"> <li>Minutes from May 19, 2017 meeting</li> </ul>	<ul style="list-style-type: none"> <li>Minutes will be reviewed and approved at the next meeting</li> </ul>
Election of Chair	<ul style="list-style-type: none"> <li>Requirements</li> <li>Nominations</li> </ul>	<ul style="list-style-type: none"> <li>Generally it would be someone who has served on the committee the previous year.</li> <li>Managers are not eligible.</li> <li>Chair will meet w/ Kerry a week before the meeting for decide on a agenda.</li> <li>No nominations were made.</li> <li>Kyle volunteered and a vote was taken with a unanimous all in favor result.</li> </ul>
Review of grounding documents	<ul style="list-style-type: none"> <li>Charter <a href="https://docs.google.com/document/d/1YHqrkiKxq3r0E3M2RrfEM5LIT2KOW0eRIE3LT1y-laY/edit">https://docs.google.com/document/d/1YHqrkiKxq3r0E3M2RrfEM5LIT2KOW0eRIE3LT1y-laY/edit</a></li> </ul>	<ul style="list-style-type: none"> <li>Committee review the charter</li> <li>We will need to propose revisions to the charter</li> <li>We need to focus this year and clarify on what is the difference between SA and student affairs. What does student affairs pertain to?</li> <li>Who are the student we are serving? Student Affairs is about the work we do, who we do it for and on behalf.</li> <li>Purpose statement on the charter needs revisions.</li> <li>The scope of work of the governance system at Lane is to manage strategic planning and policy.</li> <li>It is better to have less policies and more procedures, because policy invokes change where procedures are the day to day operational work that we do.</li> <li>Kerry will make the change to the Charter and send them over to College Council for approval.</li> </ul>

	<ul style="list-style-type: none"> <li>● Civility - Respectful Communications <a href="https://docs.google.com/document/d/1xCNQs3CHYj-6Kb65wx38UvpQ4-17rUo9Z8hSzQBKmw/edit">https://docs.google.com/document/d/1xCNQs3CHYj-6Kb65wx38UvpQ4-17rUo9Z8hSzQBKmw/edit</a></li> </ul> <p>Membership (see charter)</p>	<ul style="list-style-type: none"> <li>● College Council will not adopt these for as an official statement because they could not reach a consensus last year.</li> <li>● We have never had a problem with this council.</li> <li>● It is basically managing freedom of speech with civility.</li> <li>● Membership is outlined in our charter</li> <li>● Christina has been appointed by position</li> <li>● We would like to get a student and staff member from the non-credit programs to be on council.</li> <li>● SAC should take the lead in getting more non-credit student participation in governance.</li> <li>● The council agreed to have Kerry seek out folks from the non-credit side.</li> </ul>
<p>Workplan review and development</p>	<ul style="list-style-type: none"> <li>● Review Workplan 2016-2017 <a href="https://docs.google.com/document/d/10D3UH54InbL0Nf26pGwsHIVnFv8Uhdd4MquDVHckDX4/edit">https://docs.google.com/document/d/10D3UH54InbL0Nf26pGwsHIVnFv8Uhdd4MquDVHckDX4/edit</a></li> <li>● Suggestions for 2017-2018</li> </ul>	<ul style="list-style-type: none"> <li>● Reviewed work plan.</li> <li>● Last year we tried to get some of our policies over to College Council for approval, we will try again to get on their agenda.</li> <li>● Working on the Student travel policy will be on the agenda this year.</li> <li>● We will look at the essential student policies that need to be translated into Spanish and Kyle will talk to Elizabeth Andrade about what if the translation is accurate. Kyle will report back.</li> <li>● There is some conversation among the councils about what they do, how they do it and how often.</li> <li>● Learning council is only meeting once this term.</li> <li>● We would like to consider meeting 1 x a month and use the 2nd meeting would be a subgroup as a work session for our Strategic Plan.</li> </ul>
<p>SAC Strategic Plan Development</p>	<ul style="list-style-type: none"> <li>● Final review of draft (especially indicators)</li> </ul>	<ul style="list-style-type: none"> <li>● Review and discussion of Strategic Plan</li> <li>● After reviewing the draft is ready for feedback from the other councils.</li> <li>● Kerry would like to look at 3 big things in the work plan; policies, strategic plan and CCSSE.</li> <li>● At our next meeting we would like to divide into 3 sub-groups to work on these.</li> </ul>

	<ul style="list-style-type: none"> <li>• Communication toolkit (Kerry)</li> <li>• Feedback opportunities Strategic Plan  <a href="https://docs.google.com/document/d/1nss0-YXxVxeMVhLpL0UIq_efH6LRHGOk3Cp_nj5F1zg/edit">https://docs.google.com/document/d/1nss0-YXxVxeMVhLpL0UIq_efH6LRHGOk3Cp_nj5F1zg/edit</a></li> </ul>	<ul style="list-style-type: none"> <li>• If we use all the same toolkit they will all look the same. Also it doesn't spur the same types of questions we need it to do.</li> <li>• We should leave the communication opportunities up to the work groups.</li> </ul>
Information Sharing	<ul style="list-style-type: none"> <li>• HECC Work on HB 2998 (Transfer)</li> </ul>	<ul style="list-style-type: none"> <li>• HB 2998 is designed to create a smooth transfer system in the state of Oregon across 28 independent institutions. <ul style="list-style-type: none"> <li>○ Developing a foundational curriculum that we be accepted at all the public campuses in the state of Oregon. <ul style="list-style-type: none"> <li>▪ HECC has a work group working on the foundational curriculum.</li> </ul> </li> <li>○ Developing universal articulation agreements across all of these institutions and the agreement will be updated as they are completed.</li> <li>○ We are not a system of community colleges yet.</li> <li>○ We don't have a robust data reporting system.</li> <li>○ There are 3 different record systems and they don't talk to each other.</li> <li>○ This is an exercise in system work in a non-system state.</li> <li>○ If we move to a performance based funding, based on degrees we may lose funding for all our certificate programs.</li> <li>○ Students that transfer after 1 yr are considered a non-successful completion.</li> </ul> </li> </ul>

Membership 2016/2017	<ul style="list-style-type: none"> <li>• VP Academic and Student Affairs 1 – Dawn DeWolf</li> <li>• Executive Dean of Academic &amp; Student Affairs 1 – Kerry Levett</li> <li>• Classified 2 –Fiora Starchild, Kyle Schmidt</li> </ul>
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- Faculty 2 - Casey Reid, TBD
- Managers 2 – Sue Norton, Carl Yeh
- Students 2 – Tim Bruno Wilgen Brown Ryan Pierce, Dan Kelly
- Additional members by position 0-4 – Christina Walsh
  
- Recorder – Leanne Guthrie

**Adjourned** at: 2:39 pm

**Next meeting: October 18**