

CLAYTON STATE UNIVERSITY
Student Affair Committee
MEETING MINUTES

Date: January 22, 2014

Present: Scott Bailey (Chair), Charlotte Swint (Vice Chair), Cathy Jeffrey, Jeff Jacobs, Ken Nguyen, Khamis Bilbeisi, Mark Daddona, Augustine Ayuk

Excused: Dennis Miller, Todd Janke

Presiding: Scott Bailey

Secretary: Swint filling in for Miller

Topic	Discussion	Action
1.0 Call to order & Approval of Minutes	<p>The meeting was called to order at 12:20 with a quorum present by Scott.</p> <p>Approval of Previous Minutes Motion to Approve: Jeff Second: Ken</p>	Minutes approved.
2.0 Old Business	<p>Children on Campus Policies Committee members have place policies in Loch Box for different colleges. Scott has provided copies for committee members to review today. There are a variety of formats. Some policies are more comprehensive. Topics such as children in the classroom and children in residence halls and other areas on campus are included in some policies. Some policies are focused on employees and not students. It was stated that it would be best for a policy to be consistent between students and employees. There were questions about whether or not there were any rules about children on campus in the student handbook or school catalog. It was noted that page 40 of the current academic catalog was attached in the packet that was given out to committee members.</p> <p>Cathy has provided a copy of the library policy. This topic has been discussed with VP Manglitz. There does not seem to be one comprehensive policy for the entire campus. For example, public safety has a policy that says people who are age 16 and younger should be accompanied by an adult. Some faculty refer back to a policy that was sent out by email by Dr. Campbell but the policy is not in any handbooks. It is difficult to identify consistency in</p>	Continue to review policies that have been placed in the committee Loch Box.

	<p>the CSU policy. Per Cathy, we do not want to make the minimum age to be on campus alone too young because that may affect community support and dual-enrolled students.</p> <p>Scenarios that have occurred at CSU were reviewed. Children are left unattended in the library while parents go to class. One child was locked in a faculty office and a fire drill occurred. High school students come to the library for projects and parents do not want to stay while they do their research. In Student Affairs an issue came up in which a mom needed help from her teenage son while she was in a wheelchair and some professors would not let the child into the class. It was pointed out that some professors may not be comfortable discussing topics in class with minor children in the classroom. It was pointed out that the ADA office may be helpful in assisting students with this situation. It was discussed that some professors include the children in the classroom policy on the course syllabus. Currently there is a dual enrollment student who is in the ninth grade. It was discussed that when students bring their children to tests that they are often distracted worrying about their child.</p> <p>We discussed that we could write a draft of a policy and submit to the Faculty Senate. We can make a recommendation for adoption of a new policy. Barbara gave the topics of retention of students and study areas for our committee to study. Ken is our senator, and he will prepare a senate proposal requesting permission to pursue writing a draft of this policy.</p> <p>Lactation Room Scott's senate presentation was well-received. Lana says they are looking into where they can put a lactation room in the library. As a pilot program, the SON has put in a lactation room in the CE building with the international lactation symbol on the door. The door is locked, and if a student needs to use the room, a secretary is notified and locks the room. We will look at use rates.</p> <p>Retention and Completion Data Mark stated that CSU is looking at variables leading to withdrawals. We need to look at course withdrawals that are done because of Ds or Fs before the midterm or after the midterm. We are just now dropping people for non-payment and non-attendance this semester. The university has just purchased a program called the Student Success Collaborative through the Educational Advisory Board. This program will provide data for advising to point out little road blocks that can lead to barriers to student progress. It will also help to identify if there are some classes that are providing unnecessary road blocks.</p>	<p>Ken will prepare a draft of a proposal for the senate.</p> <p>Charlotte to email a picture of the room to the committee and will inquire about use rates. (See below.)</p> <p>Mark to provide additional information at the next meeting.</p>
3.0 New Business:	<p>Smoking on Campus The Board of Regents is looking at banning smoking on all campuses.</p>	

4.0 Next Meeting & Adjournment	<p>The meeting was adjourned by Scott at 1:17 PM.</p> <p>The next meetings are scheduled for the following dates: February 26, 2014 March 26, 2014 April 23, 2014 (4th Wednesday of the month).</p>	

ATTACHMENTS: (if any).

