

Student Affairs Committee

ABSENT: Charlotte Swint, Todd Janke, Augustine Ayuk, Khamis Bilbeisi.

In attendance: Cathy Jeffrey, Mark Daddona, Scott Bailey, Joshua Davis, Dennis Miller, Ken Nguyen, and Jeff Jacobs.

Agenda – November 13, 2013

1. Welcome. The meeting started promptly at 12:15 pm.
2. Approval of minutes (October 9, 2013). Sheppard changed to Shiffert. They could not be approved because we didn't have a quorum; there will be an electronic vote.
3. Business.
 - a. Lactation Room Request Update (Bailey). Scott had wanted to have pics of Georgia Tech's lactation room since their population is more male, more traditional, but they do have lactations rooms on campus (no pics we could have used.) Scott isn't sure where they are on campus. Cathy is pleased that, since this is required by the Affordable Care Act, this is something the administration definitely noticed. Scott looked at the sections online and quotes were placed in the Power Point. A lactation room just needs a locked door, a table, and an electrical outlet. This is very good for PR as well. Mark says that the perfect place would be in a place next to the counseling center, but he isn't sure who will occupy it. Many renovations are going on. Perhaps when the Health Center moves out? There is a small area in the library. It wouldn't be luxurious, but it would work. The Facilities Committee will do a presentation in the Spring to the Administration regarding this issue. October versus Spring meeting with the Council, this is a long lapse of time in the meantime. There are pods that open, they have doors and mirrors inside, completely decorated; pics were googled. Gordon isn't supportive of taking away student study space.

Josh asked if the space already exists; this space is downstairs adjacent the vending machine and the wall in the library. Space would be created on the other side of the wall. Why not move the vending machines? Vending machines are more important to the students than a lactation room. Mark reminds us that, when done, it will be a nice project. Scott says they asked us if we had any other ideas; Cathy reminds us they should have talked to people in the Department of Health. We would need to have a location in CSU East as well. Let's get one, and then start thinking about where to place the others. Should we require students to use a Swipe card? A key lock? Combination to a lock? The Swipe might be the best, that is the easiest to register/control who is using the room. Georgia Tech's has a padlock, it is a push button. Students must get permission first. To track the progress, we probably want to require students to sign up and then give them access, Jeff states. This isn't a high cost construction: only need an electrical outlet, a table and a chair.

- b. Policy on Children on Campus/In the Classroom (Jacobs): There has been a history regarding this policy on campus. 1) We are trying to take stock of the policies that exist on campus. 2) There was a policy, but it really isn't online. Jeff shows us what is available. From the academic catalog, under the responsibilities, children shouldn't be brought into the classroom during class time. In 2005, coming down from the Provost, "children are not permitted in classrooms." The policy isn't consistent at all. A case was brought up, a 14 year old was pushing a mother in her wheelchair. Most of these references don't address age. How old are the children? This policy does need to be cleaned up. What about children outside the classroom that are unattended? This isn't new to CSU. Some of these policies have fallen through the cracks because of changes in administration, for example. The committee should start making suggestions so we can have a better, more consistent policy. Mother lactation rooms versus no children on campus. One important issue: their safety. Cathy tells us a story about a two year child seemingly unattended on campus. This can be a serious

issue. Children are left alone in the lobby, in the library, completely unattended. What about liability safety issues? It would be nice to have one consistent policy stated everywhere on campus. Does it depend on the discretion of the instructor? Students brought into a class to engage in dialogue versus students' friends attending. Rule of thumb, the class is only open for the enrolled student. Some teachers may allow it, some teachers not, some aspects of the policy may be left to the discretion of the faculty. Mark mentions that in the CAS many students will drop off children and Public Safety has to be called. The literature we have must be examined, we should look at colleges that have a high percentage of non-traditional students. Child Care examined? Why is there no daycare? This would help solve part of the problems. We should review this policy, get some opinions with other faculty members, where are the ambiguities? This is something we will have to revisit in the Spring. Faculty Senate might be interested in this. Childcare is usually cost prohibitive, plus a liability issue. The fact that we have a non-traditional student population, people working, our school probably has a larger issue than other schools in the region. The drop-ins are the problem. Part of the schools that have it, it is used as a lab for the education majors to get experience working with children. Jeff would like for us to get feedback from colleagues. This is something that can be done by the end of April. What are best practices? So we can see the progress by December for our first meeting in January. A groupshare in the E drive can be created so we can all add comments and suggestions to get things accomplished before January.

- c. Study areas (Jacobs, Davis): Josh: in terms of study areas, there is a pickup, especially in the evening, as the semester draws to a close. The library, the commons areas in the UC, lobby of NBS; students would like to see more table space there. Students prefer sitting near electrical outlets. There is a lot of chair space, maybe not a lot of table space. In the Lab Annex on the first floor students take advantage of this building. In NBS building, there is more room there for tables in the open area. Cathy will

ask Gordon what the current and new food policy will there be in the library? Snacks, bag of chips, are something he may consider acceptable, especially since most of the tables upstairs are for study. When the new space is done, this policy will be formalized. In the library, the upstairs will eventually be nothing but study rooms; more space is opening up.

- d. Retention and completion (Daddona): Lower versus upper level (not learning support classes). 1000-2000, 3000-4000 classes. How many of those Fs stayed Fs? 52% didn't change. Some faculty didn't do Midterm grades this Fall. Mark is going to start reminding faculty members the importance of submitting Midterm grades. Most faculty are supportive, but a reminder exemplifies the importance. By mid-February he will start sending out a reminder. Ken: the faculty was questioning the importance of Midterm grades? Especially when it is only 10 or 15% of the grade. Is this an appropriate tool to use? We can't fix the fact that it is less than 50% of the grade (30%). Mark will send us out more information in the next few weeks. We should show to faculty the importance of the submitting the Midterm grades; demonstrate the relevance. This semester there was a great deal of missing midterm grades. We can compare the number of midterm grades to that of Spring 2013. This is something that could be added to the course evaluations? This is something we could address down the road. How would not submitting a midterm grades affect the students? Most grades are on D2L, so they aren't a surprise. Does the midterm grade have to occur in week #7? Can we delay the midterm grade? We know we can't change the withdrawal grade. The students do check their midterm grades, at least the majority. this 30 – 70 weight common? The grades need to be accurate; all students given a C. How can a student be advised properly? This is a good discussion. People need to do their jobs, chairs should contact faculty members who haven't. Students turning in work late, so many faculty members just assign students C in some courses. The grade isn't always 40%, it really depends on the course. Mark will continue working on the data.

4. Other business. Scott will send out the minutes for an e vote. A shared folder will be created so we can work before our January meeting, for the children on campus policy, children in the campus and on campus.
5. Announcements. There were no announcements.
6. Adjournment. The meeting ended up 1:25 pm.