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

Attending: Kyle, Kerry, Ryan, Christina, Sue, Leanne, Carl and Casey
Excused: Fiora
Recorder: Leanne
Quorum: 8 / 10

Agenda Item	Notes	Actions
Past meeting minutes	● Minutes from November 3, 2017 meeting ●	● Minutes were reviewed and a motion to approve by Christina and 2nd by Sue ● Approved unanimously
Agenda Changes		● No agenda changes
Winter Term Scheduling	● This is the last meeting of the calendar year; what does our winter term schedule look like?	● Regular meeting will be on the 1st Fridays (except in Jan) ● Work sessions will be on the 3rd Fridays (except in Jan) ● Next work session will be 1/5/17 ● Next Regular meeting will be 1/19/17 ● Kerry will be absent for some of these meetings.

Sub Group Reporting	● In particular, what timeline have each of the sub-groups established
	   ○ Strategic Plan – Kerry
	
	   ○ CCSSE – Kyle
		● Kerry was looking at alignment between our core themes and our Strategic Plan.
		● Guidance from our accreditors says that we need to frame everything around our Strategic Plan.
		● Learning Council is also working on aligning the core themes with in their Strategic Plan
		● So how can we reframe the goals under the core theme and then how can we stress anything that could be an indicator.
		● Kerry will reconfigure this before we meet again in January.
		
		● We met, tried to come up with a plan.
		● Kyle went and talked to IRAP and everything changed.
		● The College may no longer be administering the CCSSE.

		- The Oregon Institutional Research Group is meeting next week. The cost is out weighing the benefit. We may run our own equivalent. - We tried to compile trend data. Some of the CCSSE data may be scaled based on demographic of the people responding and how people are responding nationally. - There has been concern with the benchmarks in CCSSEE and NESSE and are they artificially configured. - There will be more information from IRAP and then the CCSSE sub group will decide how to proceed.
	- Sue – Policy - Christina asked if the policy review team's task is to review all policies that are related to Student Affairs policies. YES	- Sue reported that in Quality Care Connection they have been working on translating some of their web pages into Spanish. - They Kerry asked if there was a program that would translate effectively. - Kyle reported that Google Translate is as good as it gets but we have been told that the translation is close but not perfect. - Would using Google translate be better than having to have someone do it from scratch? - There are approximately 3700 pages that need to be converted. - Could SAC recommend to the budget sub-committee that a translator be hired for 1 year and all they do is working the translation of the web pages. - Kyle reported that the state of Oregon uses Google Translate and they consider it good enough. - Kerry asked how long it would take to install the Google Widget and Kyle said about 30 minutes. - Kerry motioned that recommend to Vice President Dawn DeWolf that we pilot test using Google translate during Winter term. - Christina 2nd that motion and it was approved unanimously. - Kyle reiterated that is was only for web pages not word docs and we could not adjust the translations.

		● Travel Policies -
		    ○ There are no academic policies around travel.
		    ○ There may be some policies in the Athletics dept.
		    ○ Kerry and Christina will be reaching out to colleagues from other institutions to see if they have some information.

Information Sharing	● Casey – a subcommittee is working on placement testing	● We are trying to get re-evaluators, advisors and academic testing staff to talk about the use of different measures. ● Can we use other course work or job skills ● We are offering a different writing readiness exam. ● We also want to use Student GED scores so ABSE student no longer will have to re-take the accuplacer. ● Kerry would like to see Writing and Math together. We want as much consistence in placement as possible for the easy of the students. We don't want students running all other campus. ● If we want to make changes for the next academic year we start testing in Winter, so we will need to find a transition period in time. ● We are looking for a smooth entry way for disqualified U of O students to come into Lane for Winter term with very little turnaround time. Can U of O students use their SAT scores as an alternate for placement testing? ● Placement hold's have to be manually released. Requests from faculty to check and see if students had taken some Writing and Math. ● The features are: complete registration, bill pay, campus map, staff directory and other custom links can be added. ● It will not do everything we would like it to do for on line courses ● It will work with Banner IX? Yes ● We can push notification to students but it would be tricky in the beginning. We can no longer trust that student are going to go through MyLane to receive messages. ● We need to improve our overall Campus messaging because we can't force people to use only one option. ● Ellucian Go - Ellucian Mobil app
	• Kyle – Interest in a Mobil App?	

		• Christina asked who would be the authority that would control the notifications. Kyle said that would be determined by policy and would need to be resolved. • Kerry said that if it will work for students then SA would help cover the costs. Kerry and Bill will talk. • IT is continuing to look closely at the product. • Concern was raised about how many student would really use it.
Work session time	• Remaining meeting time usable by teams to work on their three areas: Policy Review, Strategic Plan, and CCSSE	none

Membership 2016/2017	• **VP Academic and Student Affairs 1 – Dawn DeWolf** • **Executive Dean of Academic & Student Affairs 1 – Kerry Levett** • **Classified 2 –Fiora Starchild, Kyle Schmidt** • **Faculty 2 - Casey Reid, TBD** • **Managers 2 – Sue Norton, Carl Yeh** • **Students 2 – Ryan Pierce,** • **Additional members by position 0-4 – Christina Walsh, Leanne Guthrie** Recorder – Leanne Guthrie

Adjourned at: Motion to adjourn by Ryan and 2nd by Christina

Next Workgroup Meeting: December 15, 2017
Next Council Meeting: January 5, 2018