

## Student Affairs Council

### Meeting Notes from January 10, 2005

**ATTENDANCE:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> ROXANNE ATTER  | <input checked="" type="checkbox"/> TONY MCCOWN    |
| <input type="checkbox"/> KATE BARRY                | <input checked="" type="checkbox"/> MARY PARTHEMER |
| <input type="checkbox"/> SONYA CHRISTIAN           | <input checked="" type="checkbox"/> SUSAN REDDOOR  |
| <input checked="" type="checkbox"/> DEBBY GANSER   | <input checked="" type="checkbox"/> DAN TIMBERLAKE |
| <input checked="" type="checkbox"/> DONNA KOECHIG  | <input type="checkbox"/> _____                     |
| <input checked="" type="checkbox"/> SHIRLEY LUKACS | <input type="checkbox"/> _____                     |
| <input checked="" type="checkbox"/> THEYA MCCOWN   | <input type="checkbox"/> _____                     |

**OUTCOMES:**

**DISCUSSION:**

**AGENDA:**

1. **Approve Meeting Notes from 11-22-04**

Decision:

Minutes accepted without revision.

2. **Review Proposed Agenda**

No additions to agenda

3. **Student Affairs Process**

Discussion:

- Process was handed out and reviewed:
  1. Orientation Phase (Plan)
    - a. Research of Lane materials
      - i. SAGA
      - ii. Standard 3
      - iii. Strategic Directions
      - iv. Student Services Directors Goals
    - b. Professional models/best practices
    - c. Evaluating strengths and weaknesses
    - d. Gap analysis (between where we are and where we want to be)
    - e. Plan assessment
  2. Strategic Plan/work plan (Do)
    - a. Based on gap analysis
    - b. Policy Review
    - c. Committee work
  3. Assess (Check)
  4. Communicate direction to managers (Act)
- Want to have the Student Affairs Plan (recommendation of policies) completed by the end of May having already received feedback from the college community.

3. **Student affairs best practices**

Discussion: Shirley Lukacs handed out some reading material on student affairs best practices.

## Student Affairs Council Meeting Notes Page 2

### OUTCOMES:

#### 4. SAGA Analysis

#### 5. Standard 3

#### 6. Strategic Directions

#### 7. Student Service Directors Goals

**NEXT MEETING:**  
Jan. 24, 2005 from 1-3 pm  
PE 206

### DISCUSSION:

#### Discussion:

- Dan Timberlake and Mary Parthemer handed out and reviewed the executive summary of the SAGA report.
- The charter for SAGA is in the full report that was previously given to council members.
- Discussed how SAGA fits into the Student Affairs Council work:
  - Helps others to step back from their jobs and view student success from a broader perspective
  - Student Affairs Council sets policies that structure the focus of student learning and success on methods most likely to produce positive effect.
  - SAGA provides information from a broader perspective on what actions are likely to produce positive effects.
  - SAGA is at a more programmatic level than Student Affairs Council and would have a consultative role.
  - SAGA coordinates programs and shares information.
  - Student Affairs Council provides direction in policy but SAGA makes recommendations about policy based on national trends and research. SAGA is focused on implementation & assessment. Looks at national information, existing Lane data and will look at League data tracking project.
- Example of the relationship between Student Affairs Council and SAGA:
  - Student Affairs Council might make the policy to enhance K-12 initiatives
  - SAGA may the pursue this policy through:
    - College Now: High School teachers qualified to teach college credit classes in high schools without a fee
    - Career development and placement testing with high schools doing the necessary development work.
    - Pursuing funding for programs SAGA might recommend.

Discussion: Donna will share the accreditation report for student services when received. Will include athletics, bookstore, library and student publications.

Discussion: Need to keep the mission, vision and core values in mind and policies from the Student Affairs Council need to support them.

Discussion: Emphasis this year will be on:

- Diversity (Spanish speaking staff...)
- Assessment (How does the work we do increase student success)
- Student Success/Retention