

## STUDENT AFFAIRS COMMITTEE

Wednesday, October 22, 1997

238 Morrill Hall (RR)

3:00 PM

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In these minutes:

Web Page, First Year Experience, Policies and Procedures Manual for Student Organizations, Bus Schedules, and Updates from MSA, GAPSA, and OSDA.

### MINUTES

**Present:** Kathleen Peterson (Chair), Jane Canney, Patrick Kroll, John Romano, Diane Wartchow, Sabeen Altaf, Jesse Berglund, Susan Daniels, Katie Dudley, Thomas Haakenson, Laura Taken, Edward Ehlinger, June Nobbe; Judy Swanson (sitting in for Phil Morgan)

**Absent:** Laura Langer, Ted Labuza, Maren Mahowald

**Guests:** Esther Peralez, Special Assistant to the Vice President of Student Development and Athletics

These minutes reflect discussion and debate at a meeting of a committee of the University of Minnesota Senate or Twin Cities Campus Assembly; none of the comments, conclusions, or actions reported in these minutes reflect the views of, nor are they binding on, the Senate or Assembly, the Administration, or the Board of Regents.

The Student Affairs Committee met at 3:00 PM on Wednesday, October 22, 1997 in the Regent's Room (238 Morrill Hall) on the East Bank of the University of Minnesota.

### WELCOME AND INTRODUCTIONS.

Kathie Peterson, Chair, introduced herself and welcomed everyone to the University Senate Student Affairs Committee; she asked everyone present to introduce him/herself and identify his/her major and department affiliations.

Information taken from the University Senate World Wide Web page related to the Student Affairs Committee, including committee personnel, the 1997-98 meeting schedule, and the committee charge, was distributed to committee members for their information. Kate Stuckert, Senate staff, reported that all senate committees have their own web pages and that they can be found under the administrative section of the University of Minnesota's main web page; the committee will submit an annual report to the Senate in the Spring. It was suggested that the committee ask Kay Thomas, International Student Services, to send a representative in her place when she is unable to attend future meetings, thereby ensuring international student representation. It was also noted that given the revisions in the Policy and Procedures Manual for Student Groups and Activities (1997), the language under (b) of

*Duties and Responsibilities* in the committee charge may need to be modified; discussion of particular modifications will occur at a future meeting.

Kathie Peterson reported some of the issues last year as being those related to campus transportation, student advising, graduate student career development/services, the student judicial process, graduate assistant rates and responsibilities document, library services/accessibility, graduate student tuition increases, student e-mail accounts, Boynton health services, user-friendliness, and the sexual assault policy, to name a few. John Romano, chair of the 1996-97 committee, added that Jesse Berglund presented a resolution to the Senate last Spring on student study space on campus. It was reported that the two primary routes in which issues are brought before the committee are from organizations involved with student affairs, or issues brought to the committee by its own members. Kathie stated that there are several non-voting members who are invited to attend the committee meetings, including other individuals involved with or interested in student affairs; Kate Stuckert will distribute the Student Affairs membership list which indicates the voting status of its members to all committee members at the November meeting.

#### **UPDATE ON FIRST YEAR EXPERIENCE.**

Esther Peralez, Special Assistant to the Vice President of Student Development and Athletics, distributed a handout on the First Year Experience Project titled, "First Year Experience Project: A Joint University of Minnesota/American Council on Education Project." This handout included information related to identification of the project team, the project timeline, the seven components of the program, and seminar options. The seven components of the first-year program include new student orientation, first-year seminar, advising/registration/career development, residential experience, off-campus experience, student employment/financial aid and planning, and new student assessment. Ms. Peralez reported that this joint project between the University of Minnesota and the American Council of Education explores ways to enhance the first year experience and improve student satisfaction, as well as improving student graduation rates. She noted that OSDA tried to achieve the support of student development and academic affairs in order to form a partnership to improve the first year experience, and that the primary emphasis was placed on the seminar to develop a common first year experience.

The Subcommittee's plan is to forward a comprehensive report to the Steering Committee in December, 1997 for implementation in the Fall of 1999 in order to coincide with the semester conversion. Ms. Peralez noted that this seminar hopes to provide first-year students with a solid developmental background, study skills, and academic framework in an effort to combine their academic preparation with real life practical skills. Issues raised by members of the Student Affairs Committee included whether the project should be housed in the department or the university, who the instructors of the first-year seminar should be, whether the seminar should be required or optional, who the target audience of the first-year seminar would be, and where the responsibility for the seminar lies (college or university).

Concern was also raised about the first year seminar being more of a hassle than help, also requiring a course for those students who may not need study skills, i.e. honors students. It was noted, however, that research has shown that the U honors students and other high achieving students make frequent use of the resources of the Academic Skills Center as well as tutoring and other forms of academic support.

The first year experience will be discussed further at the November meeting; until then, any comments or suggestions can be e-mailed to Esther at [peral001@maroon.tc.umn.edu](mailto:peral001@maroon.tc.umn.edu).

#### **MSA (Minnesota Student Association) UPDATE.**

Jesse Berglund noted that "U Corps on Campus" is a get-together for student organizations across campus to work together on common goals; one of their projects this year is keeping the Kiosk billboards clean; Prospective Leaders Among New Students (PLANS) is one of the organizations based through MSA. MSA has also been working on the ARAMARK contracts by setting up an advisory council. It was suggested to have someone from the Student Affairs Committee sit on that council; the first meeting to decide what the council will be like is scheduled for Monday.

## **POLICIES & PROCEDURES MANUAL FOR STUDENT ORGANIZATIONS.**

June Nobbe, Director of the Campus Involvement Center, distributed the Policies and Procedures Manual for Student Groups and Activities (1997) to all committee members for their information. She stated that the last manual for the twin cities campus dates back to 1989; a couple years were spent trying to revise the manual. Many of the policies were approved by the former Assembly Committee on Student Affairs, which is now this committee, and some of them date back to the 1950s and 1970s. She noted that many of the policies that were approved by this committee in the 1970s no longer fall within the jurisdiction of the committee. For example, Joann Jackson, VP, approved a new literature distribution policy for Finance and Operation. The committee did approve the classification descriptions and changed several of the relationship policies, which this committee approved last year. Ms. Nobbe will describe the relationship and why the committee should reconsider the wording in the committee charge at a future meeting. Although the charge to this committee expands to all campuses, the policies in the manual are for the twin cities campus only.

## **GAPSA (Graduate and Professional Student Association) UPDATE.**

Susan Daniels reported that GAPSA is discussing issues related to the student position on the Regent's Board, the graduate student mentoring program, and the Mutual Responsibilities document which was passed this summer. Concern was raised about lack of student representation if a student position was removed from the Board of Regents. The graduate student-mentoring program focuses not only on matching the interests of students with university faculty, but also with members *outside* the university community. The Mutual Responsibilities document is a policy for graduate students and their rights and relationships with advisors, faculty responsibilities, intellectual property rules, and expectations as a student, to name a few.

## **OSDA (Office of Student Development and Athletics) UPDATE.**

Jane Canney, Associate Vice President for Campus Life, distributed an outline to committee members noting that we had already discussed the First Year Experience Initiative with Esther Peralez; she also distributed an organizational chart from the Office of Student Development and Athletics.

Ms. Canney reported that Craig Swan has been appointed as the new Vice Provost for Undergraduate Education and she will be working closely with him on a number of initiatives. Susan Wartchow, General College, reported two issues were prevalent in a focus group she served on in GC: parking services/transportation and financial aid. Both are a very big part of the student experience at the U of M and members agree that this committee should address them. Kathie Peterson reported that the student database would be changed in preparation for the changeover to the turn of the century: Student 2000; it was noted that a tutorial video describes this database. Another issue the committee might be interested in hearing about is the web team and the work re: registration and on-line career services. OSDA has already met with student groups about the food services proposal including the partnership with ARAMARK where the profits would be used for student initiatives, including Coffman remodeling and the St. Paul Student Center. The Coca-Cola initiatives are in their second year of a 10 year partnership and Ms. Canney will keep the committee informed of it. She suggested that the committee discuss the career services task force in the near future, a task force which came out of this committee as a resolution to examine the issues of career services across the campus noting the varied levels of services and programs available.

## **BUS SCHEDULES.**

Sue Daniels reported that a U Pass Committee was formed separately from the Transportation Committee; the committee came out of the Student Senate Consultative Committee last Spring. She added that the problem lies in the commute to the St. Paul campus being longer than the time allotted between classes for students; in fact, professors on the St. Paul campus are upset because their students are arriving late to class. There are fewer buses and many scheduling problems; although there is service to other parts of campus through circulator buses, no one uses them and lack of weekend bus service is also a problem. It was suggested that a resolution be drafted to bring back the T-route and revisit the resolution on busing from last year. It was also recommended that a representative

from the U Pass and Transportation Committees be invited to attend future meetings in which the busing issue is discussed.

The meeting was adjourned at 4:30 PM.