

Student Affairs Staff Meeting Minutes
October 10, 2017

Next meeting November 14, 2017 at 1:00pm in J118

In attendance: Michelle Wright, Brenda Hussey, Fran Spevak, Dustin Pierce, Wendy Morris, Jessica Russell and Catherine Carney

Michelle Wright, new Interim Dean for Charlotte Campus, led the meeting and will provide agenda for next meeting.

We All Welcomed Michelle!

Department Reports

Catherine, Learning Resources

- An order of replacement books is being reviewed.
- Presenting in many classes now
- Testing new circulation software for possible installation in six months

Dustin, ASC

- Recruiting tutors for all subjects, especially Science, Math, A&P
 - Tutor training is now through Canvas
 - Currently have eight tutors, with seven leaving in May
 - Tutor.com on-line tutoring reports use by 140 students
- Michelle suggested campus wide effort to recruit tutors, mentees, student assistants, CAB members. Jessica will send email with plan of action.
- Jesse Ruth is Math IA; Dustin covers when needed.
 - Tips and Strategies Workshop to be added (improve critical thinking/application)
- Sarah FT and Ginny PT in Writing Lab
 - Sarah will add writing workshop
- Orientation schedules are posted.
- Workshop attendance has increased.
- Contacting Mark Trapani regarding need for upgrade or replacement of two main computers in front of ASC.
- TI83 and TI84 calculators are needed by many students.
 - TI84 emulators being installed on computers
 - Six TI84's available for students to borrow for testing purposes
- Monica Moore reports that EAP testing will be available through Charlotte Testing soon.

Jessica, Student Engagement

- Doggy Palooza: Michelle (and all) thanked Jessica for this event and its success. It will be repeated.
- Assistance needed to promote all events. Jess will email plan of action for this along with plan for recruiting efforts of tutors, etc.
- Mascot has visited several times.
- Holocaust speaker, Max Weisglass
 - Well received by large crowd

- Excellent audience participation/questions
- Haunted College
 - volunteers and candy needed
 - waiting for flyer from marketing, to distribute to public and to schools
 - media announcements are scheduled

Brenda

- Jennifer Ramos, new manager of our bookstore, is promoting bookstore in conjunction with campus events. Please drop by to meet her and support her efforts.

Fran

- Submit additions/changes to power point slide show for TV to Fran.
- FYI: DVD's can be shown on new small classroom computers by checking out device from Library.

Wendy

- Pinning ceremony is December 8th with 33-34 graduates.
- Location TBD
- Bobby Holbrook is the new Program Director of Nursing.