

## Minutes Student Affairs Committee

March 4, 2004

Present: Judy Hughey, Ann Knackendoffel Jane Fishback, Mary Heller, Di Murphy, Clark Harris, Abbey Gingus (UG stu. rep).

Absent: Bob Shoop, Alisha Baily-ill (grad. stu. rep),

### 1. Approval of minutes from February 5, 2004 meeting

Heller moved to approve, Fishback seconded. Approved

### 2. Old Business

Outstanding Undergraduate Student Awards- Clark Harris. An advertisement has been sent out but Clark wasn't here to make a report.

Outstanding Graduate Student Awards-Jane Fishback - Jane will send a request for nominations from faculty.

Future Teacher Award-Di Murphy Di reported these are in the mail and due the Monday after spring break - the committee (Ann, Mary, Judy and Clark) will meet in mid-April to make the selection

2004 Distinguished Cooperating Teacher Award-Mary Heller

Next CI meeting March 18 and forms will be distributed to Clinical Instructor

Graduate Advising Questionnaire-Judy Hughey

Judy distributed a draft copy of the graduate advising questionnaire along with comments she received via e-mail from the committee. There was discussion about how the graduate advising questionnaire might be used and the following points were made issues were raised during the discussion:

The survey was originally designed to be provided to individual advisors to get feedback from their advisees. To this end, maybe each individual advisor could tailor it to his or her needs. Should the name of the advisor automatically be included or optional?

Concerns were expressed about who would compile the results and see those individual surveys and results.

Should it be called Advising Questionnaire or Advisor Questionnaire?

Should it be put on KATS? Maybe action by Dean

Why are we doing it? Should it be included in merit?

Judy will incorporate changes and put it back out to us to review and then present to Dean.

Eventually after pilot it will go to faculty assembly.

Finally, the question was asked if it should be presented to the general faculty assembly or at a graduate faculty meeting?

### 3. New Business

Review of Graduate Student awards criteria-Jane Fishback

Jane brought criteria for both the master's and doctoral awards

A concern has been that the list from the graduate school office comes in so late that maybe we should extend the timeline for nominations. Summer graduates are eligible for the December award but others are spring only.

After some discussion, the committee decided to leave the timelines the same but to send a reminder to advisors earlier in the semester

Further discussion was held regarding how to compare on-campus vs. off-campus credentials. This will be considered further at the next SAC meeting in April.

Issues to be considered include:

Outstanding Service - *GTA* and *GRA*? (service)

Off-campus and on-campus activities and how we compare the two

**4. Other**

The University Open house is April 3. Concerns were raised about the appearance of Bluemont and how dirty it has become. Judy will bring this to the attention of the Dean so that it can be addressed before Open House.

**5. Next Meeting**

April 1, 2004, 8:30am, BH 368

Respectfully submitted by Ann Knackendoffel

Cc: Kathy Brown