

PFW Senate Student Affairs Committee

Meeting Minutes

Date: Tuesday, August 29, 2023

Time: 9:30am-10:30am

Place: Liberal Arts 252

Committee Members:

Noor Borbieva, 2021-24
Stephen Buttes, 2022-25
Matthew Perkins
Coppola, 2023-2026

Kristina Surface (ex
officio)
Kylie Stultz-Dessent,
2023-26
vacant, PSGA, 2023-2024

vacant, PSGA, 2023-2024
Wylie Sirk, 2022-25
Nashwan Younis, 2022-
25

Present at meeting:

Stephen Buttes, Kylie Stultz-Dessent, Wylie Sirk, Nashwan Younis

Absent:

Noor Borbieva (sabbatical leave), Matthew Perkins Coppola (sabbatical leave), Kristina Surface

Committee Charge and Discuss ([Senate Bylaws 5.3.4.2](#)):

- **“Responsibilities:** The Student Affairs Committee shall be concerned with:
 - the general social, cultural, and practical welfare of all PFW students.
- Specific non-classroom matters of concern shall include but not be limited to:
 - intramural and intercollegiate athletics,
 - counseling, orientation of new students, scholarships, loans, conduct and discipline, health, living conditions, student political activities and organizations,
 - student government actions and recommendations,
 - extracurricular activities,
 - provision of equal rights and opportunities,
 - recruiting and placement policies,
 - and other matters which would enhance the university environment of the student for learning and living.
 - The Committee shall establish a Mastodon Athletics Advisory Subcommittee.”

1. Minutes from the 03.03.2023 were reviewed as well as the Senate Student Affairs Committee Year-End Report
2. Agenda was approved by unanimous consent
3. The committee reviewed its charge in the context of electing a chair.
4. A chair was elected: Steve Buttes will serve as chair.
5. There was a discussion of needing to consult with the Senate Executive Committee about the student representatives for this committee. The Senate Bylaws state that this process is initiated by the Presiding Officer of the Senate. Steve will reach out to check on the status.

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6. We discussed the need for the committee to identify a candidate for the University Policy Committee (see the communication from Jane Leatherman below). The committee will continue to seek potential candidates, but one was not identified in the meeting.

7. Because the committee has two members on sabbatical, it was generally agreed that significant actions by the committee are unlikely this semester. But, there was discussion of continuing to develop a structure for more effective collaboration between the Division of Enrollment Management and the Student Experience and the Faculty Senate via this committee (as elaborated in the minutes review at the beginning of the meeting and in the committee's year-end report). Steve will work to draft a basic process for beginning to build a plan to develop these collaborative structures in anticipation of the next meeting.

8. The committee agreed to meet on 9/26/2023 at 9:30am.

The meeting adjourned at around 10:30am.

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08.24.2023 – Message from Jane Leatherman, chair, Nominations and Elections

Dear Steven, Deborah, Wylie, Stephen, and John:

There is currently a vacancy on a system-level university committee: the University Policy Committee (UPC). The description is listed below, but basically, this committee is responsible for reviewing new or significantly revised system-wide policies. The last PFW representative on the committee ended service at the end of the spring semester.

Because UPC needs faculty representation but is not a Senate committee, the Senate Bylaws say that Nominations and Elections needs to consult with the Senate Committees with responsibility for related areas to identify nominees. That is why we are contacting you. You are the chairs or have been asked to call the first meetings of the Senate policy committees.

Would you please consult with the members of your committee to suggest a member of the Voting Faculty who could be a nominee for this committee. The person suggested by the committee does not need to be a member of that committee (though it's possible to nominate someone from the committee if there is interest and the committee approves that nomination). We just need each policy committee to suggest a nominee and ensure that the nominee is eligible (Voting Faculty, not on sabbatical next year) and willing to serve.

If we have multiple nominees willing to serve on this committee, Nominations and Elections will hold an election.

The term is for 3 years.

Would you please consult with your committees over email or in a meeting to determine who your committee will nominate for election to this position? Please send nominations to Josh Bacon at bacojs01@pfw.edu by Monday, September 4 at 5:00 pm. Please let us know if you have any questions.

Sincerely,

Jane Leatherman and Jim McHann
Senate Nominations and Elections Committee

University Policy Committee Responsibilities:

- Review and comment on proposed, new or significantly revised System-Wide Policies as requested by the UPO [University Policy Office].
- Communicate, upon notification by the UPO, the issuance of new or significantly revised System-Wide Policies/Standards to constituent areas.

University Policy Committee Composition:

A committee with membership from key Stakeholder units across the University, including but not limited to APSAC, CSSAC, faculty, human resources, business services, information technology and student affairs. Committee members are tasked with reviewing and commenting on proposed, new or significantly revised System-Wide Policies during their development. This feedback, at times, may require the committee member to solicit input from his or her constituent area. Members are further tasked with communicating the issuance of new or significantly revised System-Wide Policies and Standards to their constituent areas upon notification by the UPO. The UPO facilitates the committee's meetings.

<https://www.purdue.edu/policies/governance/vc1.html>