



Meeting Date: February 7, 2022

Location: CCC 116 – Zoom 9291 979 0068

Attending	Absent	Guests
Alicia Moore	Trina McLaughlin	
Steve Broadbent - Acting Chair		
Nicole Sharp		
Thor Erickson - Zoom		
Christy Chung - Recorder		

1. Old Business

- A. Review of meeting minutes from November 1, 2021
 - a. Motion to approve by Thor Erickson, seconded by Alicia Moore
 - b. Approved by SAC
- B. Current Student Affairs Committee (SAC) membership
 - a. Two (2) student-at-large positions remain open
 - b. There is a challenge in obtaining student involvement with committees. There is now an opportunity for students to earn a stipend of \$25 per meeting. If staff or faculty know of students who are interested, please contact Lindsay Buccafurni.
- C. Annual election of the SAC chair
 - a. Steve Broadbent has been nominated
 - b. All in favor – Steve is officially chair for SAC
- D. College Affairs Committee’s second reading for the SAC charge
 - a. Change to SAC charge was approved by College Affairs on January 4, 2022

2. New Business

- A. SAC appointments to ASCOCC Hiring Committee
 - a. Steve Broadbent and Thor Erickson were contacted by Lindsay Buccafurni for interest in joining the ASCOCC Hiring Committee
 - b. Both have agreed to serve on an as-needed basis
- B. Student Fee Committee
 - a. Cathleen Knutson, Director of Fiscal Services, provided a recommended budget of \$148,515 for ASCOCC student fees for the 2022-23 academic year.



- b. This recommendation will be sent to the advisors (Joshua Motenko - Club Sports, Lindsay - Student Government, and Lily McCaulou - Broadside)
- c. Budget proposals will be due by March 1, 2022.
- d. The Student Fee Committee will review budget proposals on March 7th, the next SAC meeting, to ensure equitable allocation of funds.
- e. A detailed budget from ASCOCC will be submitted in May.

Action Items:

- Steve will send the budget recommendation to the 3 advisors and request their proposals by March 1st.

3. Non-agenda items

- A. SENSE Survey
 - a. When results are available, an executive summary will be created for the College.

Next Meeting:

Monday, March 7, 2022

**Student Affairs Committee
Meeting Agenda**

February 7, 2022
11:00 AM – 12:00 PM

Location: Coats Campus Center, Room 116
Zoom: <https://cocc.zoom.us/j/92919790068>

<u>Members</u>	<u>Position</u>
Steve Broadbent	Administrator (Acting Chair)
Thor Erickson	Faculty Senate
Trina McLaughlin	Classified
Nicole Sharp	Student Government, Director of Student Affairs
Vacant	Student-At-Large
Vacant	Student-At-Large
Alicia Moore	Vice President of Student Affairs (non-voting)

1. Old Business

- a. Review Fall 2021 minutes from November 1, 2021 ([link](#))
- b. SAC current membership ([link](#))
- c. Annual election of committee Chair
- d. College Affairs Committee 2nd reading of change to Student Affairs Committee charge

2. New Business

- a. SAC appointments to ASCOCC Hiring Committee
 - i. Steve Broadbent
 - ii. Thor Erickson
- b. Student Fee Committee
 - i. Projected 2022-23 ASCOCC Student Fees (82952)
 - ii. Proposed 2022-23 budget allocations:
 - Club Sports (61516)
 - Student Government (61601)
 - The Broadside (61602)

3. Next Meeting: March 7, 2022, 11:00 AM – 12:00 PM

Document Repository: [N:\Group Folders\StudentAffairs\Winter 2022](#)



Student Affairs Committee

Meeting Date: November 1, 2021
Location: Zoom

Attending	Absent	Guests
Alicia Moore		
Thor Erickson		
Trina McLaughlin		
Steve Broadbent		
Justin Borowsky		
Christy Chaung (recorder)		

1. Review Proposed Charge

Last academic year, the committee to review committees recommended to shift responsibilities of committees that weren't meeting frequently to the Student Affairs Committee (SAC). Some of these committees met as often as once a quarter.

Proposal to move updated SAC's responsibilities to College Affairs: proposed by Steve, seconded by Justin.

Thor was added to SAC as a faculty member and Justin as an administrator. They will provide response after the meeting on whether they'd like to stay with SAC.

If any SAC members are interested in being chair, please contact Alicia.

2. SENSE Survey

The SENSE Survey was sent to 1,500 students and closed on November 5th to collect feedback on new, first-time college students on their engagement and experience during the first 3 weeks of their first term. SAC will look at results in Winter 2022 to provide an executive summary.

3. Documentation and Publication for SAC

Documentation for SAC meeting agendas, minutes, and other resources are available in the Student Affairs folder in the N drive. The agenda and minutes will also be available on COCC Headlines.

4. New members and positions in the Student Life team

New members have joined the Student Life team!

- Lindsay Buccafurni – Assistant Director of Student Life – begins November 15th.



Student Affairs Committee

- One new role for the Assistant Director of Student Life will be to get students on the college committees. Students will now get a stipend of \$25 per meeting.
- SAC will have only 3 positions for students.
- If anyone knows of interested students, please send them to Alicia.
- Lily Raff McCaulou – Advisor for Student Media (Broadside)
- Randal Seaton – Intramural/Club Sports Coordinator

New positions

- Veteran Student Program Coordinator (pilot program funded through a trust and grant)
-

Next Meeting:

TBD

Agenda item 1.b – SAC Current Membership

Current Members 2021-22:

Steve Broadbent

Presidential Appointment

Term: 2021-23

sbroadbent@cocc.edu

541-383-7791

Thor Erickson

Faculty Forum

Term: 2020-22

terickson@cocc.edu

541-318-3707

Trina McLaughlin

Classified Representative

Term: 2020-22

tmclaughlin@cocc.edu

541-383-7551

Nicole Sharp

ASCOCC Representative

Term: 2021-22

ascocc@cocc.edu

541-383-7595

TBD

Student-At-Large

Term: 2021-22

ascocc@cocc.edu

541-383-7595

TBD

Student-At-Large

Term: 2021-22

ascocc@cocc.edu

541-383-7595

Alicia Moore

VP of Student Affairs

Term: Automatic (Non-voting)

amoore@cocc.edu

541-383-7244

Agenda item 1.c - Annual Election of Committee Chair

G-6-4 STUDENT AFFAIRS COMMITTEE (SAC)

Chair Election: Chair to be elected annually by the committee.

Nominations: 1) Steve Broadbent

2) _____

Agenda item 1.d

College Affairs Committee 2nd reading of change to Student Affairs Committee charge

Student Affairs Committee: Current Charge (revised in 2011)

This committee is responsible for reviewing and recommending in areas relating to the student services, policies that affect students (other than those topics reviewed by Academic Affairs or Curriculum Committee) or generally to the quality of student life at Central Oregon Community College.

Student Affairs Committee: Proposed Charge

The Student Affairs Committee serves as a forum for reviewing and recommending policies to the COCC President on issues directly impacting COCC students. Additional responsibilities include:

1. Convening as the Student Fee Committee to recommend the initial allocation of student fees and the detailed ASCOCC budget to the Vice President of Student Affairs.
2. Selecting the Distinguished Student Services award recipient each year.
3. Working with the Director of Student and Campus Life, appoint Student Affairs Committee members to serve on the hiring committee for ASCOCC appointed positions.
4. Convening as a Student Concerns Committee should a student-issued concern arise that is not covered by other College processes (e.g., academic policy petition, incident report, grade appeal process).
5. Serving as an advisory board to the Associated Students of COCC, as needed, to provide feedback on potential Bylaw and Constitution changes.

Approved by College Affairs Committee, January 4, 2022

From: Stephanie André
Posted At: Saturday, January 22, 2022 4:57 PM
Posted To: COCC Headlines
Conversation: College Affairs Status Update
Subject: College Affairs Status Update

Below is a status update for CA's January 14 meeting. This update is unofficial until the minutes are approved at the next meeting, which will be February 11.

College Affairs Committee

January 14, 2021

10 a.m. – 11 a.m.

Virtual Zoom Meeting

1. Old Business

- a. Review minutes from December 12, 2021. **Approved**
- ~~b. Request Course Fee for Bi 199: Field Studies in Marine Biology, 2nd reading—Sarah Fuller **Rescinded**~~
- c. Proposal to revise Student Affairs Committee charge, 2nd reading—Alicia Moore. **Approved**
- d. Proposal to eliminate College Planning and Assessment Team (CPAT), 2nd reading—Alicia Moore. **Approved**

Agenda item 2.b - Student Fee Committee

The Student Affairs Committee convenes as the Student Fee Committee to recommend the initial allocation of student fees.

Projected 2022-23 ASCOCC Student Fees (82952)*

$$\begin{aligned} \text{Estimated Budget} &= [\text{Total Credits}] \times .95 \times [\$1.50 \text{ Student Activity Fee}] \\ &= 104,221 \times .95 \times \$1.50 \\ &= \mathbf{\$148,515} \leftarrow \text{Recommended Budget} \end{aligned}$$

General Fund Credits for Fiscal Year 2022-2023				
	Actual	Actual	Projected	Total
	Fall '21	Winter '22	Spring '22	Credits
In-District	28,381	25,915	24,360	78,656
Out-of-District	5,233	4,830	4,540	14,603
Border States	1,702	1,556	1,463	4,721
Non-Resident Vets	1,427	1,253	1,178	3,858
Out-of-State	815	808	760	2,383
International	0	0	0	0
Total Credits	37,558	34,362	32,301	104,221

* Source: Cathleen Knutson, Director Fiscal Services, 2/1/2022.

Proposed 2022-23 budget allocations

FY 2022-23 budget proposals due from advisors by March 1, 2022, for review by Student Fee Committee at the March 7, 2022, meeting of the Student Affairs Committee.

	Prior Year FY 21-22		Proposed FY 22-23		Advisor
	Budget	Pct	Budget	Pct	
Club Sports [61516]	19,600	14%			Joshua Motenko
Student Govt [61601]	124,000	86%			Lindsay Buccafurni
The Broadside [61602]	-	0%			Lily McCaulou
Student Fee [82952]	143,600	100%	148,515	100%	

Proposals due March 1