

Student Affairs Committee
Meeting Agenda
March 30, 2023, 10:00 AM

In attendance: Melandie McGee, Sarah, Raymond Brookter, Angelina Carmichael, Gail Haydel, Alverneece Johnson, Amanda Jacob, Ginny, Lisa, Mindy Chauvin, Paul Donaldson, Venecia Brown

- I. Meeting Called to Order 10:06
- II. Moment of Reflection: Livingston Student – Seamus Cassidy- flags flown at half staff
- III. February 16, 2023 Meeting Minutes Review (Christy Montgomery)
- IV. Motion to correct the spelling of Alverneece Johnson’s name in previous minutes- Motion approve with the suggested correction of spelling Alverneece Johnson’s name- by Amanda Jacob and Allie Johnson
- V. New Business- No New business (advising holds and requiring students have holds released)
- VI. Old Business- No Old Business
- VII. General Discussion Items
 - a. Fall 2022 Student Services Survey Results/ Fall 2023 Benchmarking (Melandie McGee)
 - i. Information will be reflected in Goal Settings
 - ii. Increased students’ responses/ all programs responded
 - iii. Goal Setting Activity- what we want to see increased or decreased
 - b. Student Affairs Updates (Christy Montgomery)- announce of new team members(Angelina and Raymond)
 - i. SA Training Recap- Reflected on the Annual student Affairs meeting
 - ii. Student Mental Health- Facing many issues with our students after midterm stresses and attitude
 - iii. IT Concerns- IT Department is working to improve to prevent hacking situations
 - iv. Graduation Update- Ordering and preparing graduation items; 288 students participating in graduation; 240 traditional, 50-60 Adult Education; added additional awards for Hi-Set earners (honors awards, tested as College-ready, Youth Build Cord, Building Futures Stoll award for students who tested at certain level)
 - v. Community College Week Updates/Feedback- So far so good – great feedback for the week
 - vi. Chancellor’s Breakfast and Scholarship Luncheon- Breakfast and Luncheon April 6th
 - vii. Internal Giving Campaign 2023- Student affairs is at 100%; **WE ARE THE BEST**
 - viii. Memorial for Harold Vespar- April 19th at Hammond Area Campus
 - c. Career Services Update (Tiffany Fowler)

- i. Healthcare Fair and Technical and Trades Career Fair- 18 vendors coming, St. Tammany hospital sponsoring the event with food and bags; spread word about technical and trades event April 18th
- ii. Career Exploration Summer Academy- spread the word- Handshake is live (accepting employees now)

VIII. Sub-Committee Reports

- a. Student Services Enhancement Plan Committee (Appointment: Kayla Cooper, Frank Fudesco and Karen Wise)- Proposed the following
 - i. **Updated LOLA/BANNER cheat sheet/ More effective way to learn BANNER; Training manual** – Darriona Lee created before she left; Dr. Montgomery will share
 - ii. **Accommodations clarity and scheduling-** Dr. Montgomery will discuss with campus Deans
 - iii. **Change call systems- update** in progress
- b. Onboarding and Professional Development Committee (Allie Johnson)- Staff appreciation day- staff superlatives awards, pot lucks, etc. *still looking for suggestions and volunteers- Beth Froeba volunteered
- c. Student Retention Plan (Allie Johnson, Co-Chair Vacant)- no updates
- d. Student Engagement/Programming (Beth Froeba)- no updates proposal to Raymond Brookter to join committee
- e. Student Records and Review (Sarah Pinion)- schedule on when new updates will be available is in the works

IX. Adjourn Venecia Brown and second by Raymond Brookter

X.

Next Meeting: TBD (April)