

Student Affairs Committee Minutes

Monday, October 5, 2020

2:00 pm - 4:00 pm

Virtual meeting via Zoom

In Attendance: Isabelle Gagne, Liz Teoli, Jennifer Levesque, Brian MacKenna-Rice, Kelly Sanborn, Deb McKinney, Kathy Hudson, Kristen Arnold, Hanson Gobron (Student), Emily Gonzalez, Tiffany Esmerio, Meredith Gunning, Denise Trinidad, Amy Cameron, Eldiane Elmeus

Guest(s): Stephanie Haskell

Absent: Jacqueline Dick (email), Gabe Garcia

1. Call to order
 - a. The meeting was called to order by Chairperson Gagne at 2:05 pm.
2. Approval of Minutes
 - a. [5/4/2020 Meeting Minutes](#)
 - i. Kelly Sanborn motioned to approve the May 2020 minutes as is, Eldiane Elmeus seconded. The motion passed unanimously.
 - b. [9/14/2020 Meeting Minutes](#)
 - i. Emily Gonzalez motioned to approve the September 2020 minutes as is, Eldiane Elmeus seconded. The motion passed unanimously.
3. SGA Update
 - a. Stephanie Haskell reported that the SGA elections were successful and that a new board was selected. The announcement of board members is forthcoming. Additionally, she reported that there were no new student concerns reported.
 - i. Discussion of faculty/staff concerns for students was had. It was noted by many committee members that students were have difficulty successfully navigating their online classes (Jennifer L., Amy C.). Tiffany E. mentioned that many students were struggling with understanding the differences between their courses in Blackboard as there is minimal Universal Design for Learning (UDL) being deployed at this time. Tiffany's department is working on creating an introduction to Blackboard video for students, however they are finding it difficult to locate a BB class shell to use as their example.
 - ii. Concern over the lack of structure for students was brought up and it was again mentioned that having a synchronous course model instead of just an asynchronous one would be beneficial to many students as they are not always well-versed in time-management (Kelly S.). Various faculty members hold regular virtual office hours (Emily G., Kathy H.), but sometimes struggle with getting students to attend, as they are not required. The Tutoring Center (Jennifer L.) and Academic Coaching (Denise T.) are both working on sessions to help students with their time-management skills.

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Action: Isabelle will draft a letter to Amy Callahan requesting that the college consider having both synchronous and asynchronous online courses in the spring semester

- iii. The concern over finding the right place to send students was reiterated from last month (Denise T., Amy C.). Many pathways are not accurate on the website, or or completely absent. It is difficult to know who to send where and when.

4. September [Student of the Month](#)

- a. There was one student nominated this month. The student was nominated by Stephanie Haskell. That student will receive a \$25 egc to the NECC bookstore, a copy of their nomination letter, and a certificate.
- b. The next call for Student of the Month will be 10/20/2020 - 10/27/2020.

5. Update on Action Items from 9/14/2020 Meeting

- a. Action: Isabelle will draft a statement to the administration on behalf of the Student Affairs Committee strongly recommending better transportation, the reopening of the Lawrence Campus testing center, and better hours as well as communication avenues for the bookstore on both campuses.
 - i. The committee has decided to table the issue of transportation between campuses until more in-person classes are being scheduled.
 - ii. Discussion was had around the need for consistent hours/scheduling for both campus bookstores. It is understood that the Lawrence campus bookstore will have a more limited schedule, but we will push for continuity and accuracy in the schedule. Additionally, we will advocate for better communication with the bookstore, and for the assurance that materials will be available prior to the start of each semester.
- b. Action: Isabelle will reach out to Tiffany Esmerio to discuss how to make these processes (various departments, how to operate/what order to go in, etc...)more visual.
 - i. Isabelle and Tiffany have met and discussed this project, and appropriate steps are being taken.

6. Ambassadors Initiative Update (3 pm):

- a. Guests: Audrey Ellis and Andrew Venditti (student ambassador)
 - i. Audrey reported that the new student ambassador program is working well. So far they've handled approximately 49 tickets related to technology issues and 551 tickets related to students not being engaged in BlackBoard. They are not seeing traffic via their chat channels, so they will be shuttering service for the time being.

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- ii. The laptop distribution/scholarship program has ended and there are no more funds available at this time. The majority of student got their laptops, however there are some that did not apply in time and alternate arrangements are having to be made.
7. Other Business?
- a. Robust discussion was had around various COVID procedures around both campuses.
8. Motion to adjourn
- a. Liz Teoli submitted a motion to adjourn at 4:01 pm, the motion was seconded by Kelly Sanborn. The motion passed unanimously and the meeting was adjourned at 4:01 pm.

Resources shared via the Zoom meeting chat:

1. https://www.youtube.com/watch?v=gHoMug-xklU&feature=youtu.be&ab_channel=NECCStudentOrientation
2. https://docs.google.com/presentation/d/1O0mcpLyZx8hAyo3D_0LAYmNYP5XiCz9cgLAwTkS33VI/edit#slide=id.g535ec7019a_1_175

***** Submitted by Liz Teoli & Isabelle Gagne 10/13/2020*****