

## **Student Affairs Committee - Minutes of meeting - September 17, 2018**

**Present:** Linda Fagan, Jennifer Levesque, Brian MacKenna-Rice, Solanyi Munoz, Paul Saint-Amand, Chair,  
Kelly Sanborn, Liz Teoli, Biff Ward

**Absent:** Amy Cameron, Meredith Gunning, Sabbatical, Karen Hruska, Kathy Hudson, Deb LaValley,  
Hilmar von Strunk. Deb McKinney was not able to attend due to a shortage interpreters.

- **Meeting was called to order**
- **Approval of minutes from May 7, 2018** – motion to accept as is, seconded and approved.
- **Introduction of new Student Affairs Committee members** – Solanji Munoz works in Academic Affairs and is the Special Programs Coordinator for Dislocated Workers. Hilmar von Strunk, Assistant Professor in the Psychology area was not able to attend this meeting. Hilmar will represent Liberal Arts going forward.
  - Last May, the question was raised as to whether Student of the Month designation can be added to a student’s transcript. Paul to follow up with Sue Shain, Registrar.
- **Student Success Hub and Learning Accommodations service to students. Kelly - Kelly** spoke on behalf of the employees in Learning Accommodations regarding their recent change in location within the Student Center.
  - Previous location was built specifically for Learning Accommodations with private rooms, testing areas, and first floor location closest to ADA compliant access to the building.
  - As a result of the move to the second floor much was lost:
    - No private meeting space
    - Current modules result in inadequate testing space
    - Lack of confidentiality
    - No locks on doors
    - Students in wheelchairs cannot fit into modules
  - Is the result of the move a civil rights violation? Is it ADA compliant? Is it ethical?
  - Paul will discuss with Bill Heineman once he receives student and faculty feedback regarding the change in location. A suggestion was made for the Observer to research and report on the move and for the SGA to get involved.
  - Ancillary issue – Many faculty did not have accurate information regarding the Accommodations location when they completed their syllabi this semester.
- **Student of the Month Nominations** – Due to NECC financial regulations, we are no longer able to give \$50 bookstore gift cards to recipients. Sharon McDermot will purchase 8- \$25 cards for the committee.
- **Guest** – Deb Craft, NECC Chief of Police – did not attend
- **Guest** – Janel D’Agata Lynch – Civic Engagement/student voting – was not able to attend – Paul had hoped to discuss student voting and exposure to polls.

- **Student Affairs Committee Chair upcoming vacancy and other membership issues** – Paul will be stepping down as Chair of the Committee, as he will be retiring at the end of December 2018. Meredith Gunning has agreed to take over for Paul temporarily until someone takes over the Chair position full time.
  - Maya Bonet from the Global Studies Department has left the college so will not be a member this semester as planned.
  - Student representatives Linsey Cohan and David Ducharme will not be able to attend meetings this semester due to their class schedules. Paul will attempt to find other student representation.
  - Liz Teoli will take over the Support Staff duties since Linda Fagan will no longer be participating in the committee due to staffing constraints in the Academic and Student Affairs Office.
  
- **Other Business –**
  - Liz – Student Life moved to the Student Center from the Fitness Center. The fax machine housed in the Fitness Center did not come with them. Students used to use this fax for financial aid reasons and completing government forms.
    - Students are coming to the library for a fax but there is not one available to them nor do they have the staff to accommodate one if they did have it.
    - The Athletic Dept. does not want control over the fax. There is some question as to who actually owns it.
    - The Student Center (Student Success Hub) does not have one for students to use.
    - Paul will talk with Ray at the bookstore. Is there some potential advantage for them having a fax machine available to students for a fee?
  - Kelly – Does the library still have silent study rooms? With all of the recent moves and creation of “Centers”, it appears that quiet study areas have been overlooked. Liz explained that the library still does have a quiet study room on the first floor. The Centers/Student Success Hub should have a chart showing where these areas are on campus so they can hand out to students.
  - Paul will attend the upcoming SGA meeting to determine what student issues exist on campus.
  
- **Call to adjourn and seconded.**
  
- **Submitted by Linda Fagan 9/19/2018 and Paul Saint-Amand 9/20/18**