

**Approved Minutes for the Student Affairs and Campus Life
Committee (SA&CL) Monday, April 17, 2023**

3:30 pm

Via

WebEx

Join the meeting via WebEx:

<https://uncp.webex.com/meet/peter.grimes>

Members of the Committee:

1. Peter Grimes, Senator and Chair (LETT)
2. Abigail Reiter, Faculty Member and Secretary (SBS)
3. Brian Smith, Faculty Member (SBS)
4. Carla Rokes, Faculty Member (ARTS)
5. Matt Schneider, Senator (CHS)
6. Lauren Norman, Senator (SBS)
7. Melinda Rosenberg, Chair of Student Publications Board
8. Jessica Siegele, Faculty Athletics Representative
9. Jeff Howard, Vice Chancellor for Student Affairs
10. Taliyah Daniels, SGA President (2022-23)
11. Oluyemi Stephens, Graduate Student Representative
12. Shenna Christian, Graduate School Representative
13. Tiffany Smaw, Student selected by Office of Campus Engagement and Leadership

Members present: Abigail Reiter, Peter Grimes, Lauren Norman, Oluyemi Stephens, Shenna Christian, Brian Smith, Melinda Rosenberg, Jessica Seigele, Matt Schneider

Members absent: Jeff Howard, Tiffany Smaw, Taliyah Daniels, Carla Rokes

Order of Business

A. Call to Order

By Peter Grimes at 3:33pm

B. Approval of March 2023 minutes

Minutes were approved by general consensus.

C. Adoption of the Agenda

Agenda was adopted by general consensus.

D. Reports

1. Chair

- a. Peter talked with Crystal Friday about how SACL can support Faculty Senate's special committee on Student Evaluations of Instruction (SEI)

- b. He and Crystal decided she would attend SACL's first meeting in fall 2023 to go over the data from this spring's SEIs, which should reflect the effectiveness of the special committee's recommendations (**Appendix A**)
 - c. In the fall meeting Crystal and committee might discuss how SACL can support brainstorming and data collection
2. **Chair, Student Publications Board** (Melinda R.)
 - a. Melinda R. was just appointed chair of Student Publications Board, and is not sure what the responsibility entails and how to call a meeting.
 - b. Melinda and Peter will talk about this later to help Melinda prep.
 3. **Vice Chancellor of Student Affairs** (Jeff Howard is absent)
 - a. See Appendix B.
 4. **President Student Government Association** (Taliyah D. is absent)
 5. **Graduate School Representatives** (Oluyemi S.)
 - a. The graduate research symposium went well.
 - b. Final meeting for spring is Tuesday, April 25 at 6pm
 - Director of Writing Center is coming to talk about how they can benefit from the Center.

E. Old Business

- a. Addition of rep to SACL from Office of Global Engagement
- b. Review of updated attendance policy from athletics- Jessica S. will meet in May with other reps from other institutions about this and share ideas for best practices for student athlete attendance.

F. New Business- NONE

G. Announcements- NONE

H. Adjournment

1. Meeting was adjourned at 3:48pm

Appendix A

Recommendations from the SEI special committee for increasing evaluation completion in Spring 2023

1. SEIs should **not** be mandatory. Students should have the right to give feedback on their instruction; they should also have the right to not do so. Making SEIs mandatory is unethical (in the opinion of the committee) and may be illegal. If, at any point, the administration is interested in making SEIs mandatory, the legality of doing so needs to be carefully investigated in advance.
2. View UNCP's response rate, and subsequent comparison to other System schools, through the lens of survey culture at UNCP. According to Chunmei in IR, students at UNCP routinely have lower response rates to system-wide surveys compared to other system schools.
3. **Incentivize** students to participate by offering drawings to win VISA gift cards. Suggested: One \$100 gift card and five \$25 gift cards. Alternative suggestion: Offer students a voucher for a free meal in the cafeteria.

4. Work with DoIT to automate a Canvas announcement or push a notification to the students' To Do list (i.e. the assignment list on the right). Mei has already initiated this discussion with DoIT; I will forward you that email chain.
5. When the students receive their email invitation to submit SEIs, send the faculty an automated email reminding them to communicate with students about the importance of SEIs and to read the instructions out loud to them in class. The instructions I am referring to are the ones that were put in the SEI packet when they were administered F2F. Asynchronous faculty could be encouraged to post a video of themselves reading the instructions or put an announcement on Canvas.
6. Add the SEIs time period to the Academic Calendar (to increase visibility and communication).
7. Require faculty list the dates SEIs will be available on the syllabus; add this requirement to the Syllabus Checklist.
8. Minor revisions to the faculty handbook [attached].

In summary, it is the opinion of this committee that increased **communication, encouragement,** and offering **incentives** are the best strategies to employ to increase SEI response rates.

Appendix B

STUDENT AFFAIRS AND CAMPUS LIFE COMMITTEE – April 17, 2023

- April is Pride Month on the UNCP Campus.
- Campus Recreation's Disc Golf Course Renovation Project is complete. Come out and play at the course near Pine Cottage!
- The new F45 Combat classes start April 14 and will be held each Friday, Saturday, and Sunday. [Register Online](#).
- The Jones Wellness Center will be closed May 8-24 for floor upgrades.
- An end of Ramadan celebration, Iftar, will be held April 17 at 7:30 p.m. at the Chavis Center Mall.
- Safe Zone Training for Faculty/Staff will be held April 17, 1:30-3:30 p.m. in Old Main, Room 124.
- On April 19, join the student organization Spectrum and its members for **Quoffee Hour** to learn more about the organization and connect with others on campus. The event begins at 2:15 p.m. at Starbucks.
- Tune in to a panel of students, faculty and staff to **discuss gender identity** at 3 p.m. on April 24. Join virtually via WebEx at <https://uncp.webex.com/meet/abigail.reiter>.
- The Inaugural Student Leadership Awards Banquet will be held on April 24 at the UC Annex. RSVP to the CEL by April 14.
- Faculty are invited to stop by the Faculty Resource Fair on April 25 from 11 a.m. – 1 p.m. at the Annex to learn more about student resources for 2023-24 academic year. Lunch will be provided.
- Hispanic Graduation will be held on April 25 with a keynote by Cristina España, Deputy Director for Diversity, Equity, and Inclusion with the Office of Public Engagement and Inclusion in Governor Cooper's Office. Contact OSID to RSVP or for more info.
- Lavender Graduation will be held on April 26 with keynote by Dr. Elise Dixon, Director of UNCP's Writing Center. Contact OSID to RSVP or for more info.
- Jimarr Williams will join the UNCP Career Services team as Executive Director on May 1.
- Jaelyn Wynn will join the UNCP Student Health Services team as Assistant Director Health Promotion on May 1.
- For a complete list of events and programs, visit [BraveConnect](#).