

**Wayne State University**  
**Proceedings of the Student Affairs Committee (SAC)**  
**November 14, 2012**

**Present:** Basim Asmar, Chardin Claybourne, Cheryl Dove, Moira Fracassa, Avril Genene Holt, Michael Horn, Barbara Jones, James Martin, Victoria Pardo, Brad Roth, Naida Simon, Ellen Tisdale, Mary Width, Ardiana Vuljay, James Woodyard

**Absent With Notice:** Veronica Bielat, Judith Fouladbakhsh, Liza Lagman-Sperl, Michele Ronnick, Madhu Sanan-Venkata, David Strauss, Nancy Wilmes, Lee Wurm

The meeting was called to order at 1:30 pm. Introductions were again made as several members were unable to attend the October meeting.

The Minutes of the October 17<sup>th</sup> meeting were approved as corrected.

Announcements and updates:

1. **Parking:** The memo from Vice President for Finance and Business Operations, Rick Nork, was discussed. Tim Michael indicated he wrote to the chair informing her that only 100 non-students were affected by the incorrect rate change and that \$1,036 was refunded to those who paid \$6.00 instead of the \$1.75 to park in one of the five low-cost lots.
2. **Student Center Renovations:** Tim Michael indicated a two-phase study was concluded in fall 2011 that made conceptual plan recommendations for renovations based on demand and current usage. He made a presentation of those findings to the cabinet in January 2012. In May 2012 a request was submitted for proposals for an architectural consultant to formalize and recommend a renovation plan based on the study results. Fourteen proposals were received and narrowed to four firms by FP&M and the student center staff. A committee of student center and FP&M staff and students (student senate, student users, and students solicited from the interior design major) interviewed the four firms and recommended that one of them be hired. The project is now on hold until funding is secured, hopefully as early as the December 2012 Board of Governors' meeting. If the project can be moved forward at that time, a consultant will be hired. Further programming will be done with building stakeholders and it is hoped the multi-phase renovation program will start as early as January 2014.
3. **2012 Student Survey:** Jim Woodyard, co-chair of the 2012 Student Survey reported as of November 11, 2012, 3,495 students have responded to the survey. Peaks in the response rate occur when an email reminder is sent out. Survey team members raised concerns about the 100 character limit on the open-ended questions. It was decided that the limit will not be changed this year due to budget concerns. It will be looked at for future surveys. The committee had several suggestions as to how to increase student participation including having the Academic Senate President send an email to the faculty and academic staff on the senate to encourage participation from their students. Faculty on the SAC was willing to send emails to their students urging them to complete the

survey. Jim was requested by SAC to send an email to the Academic Senate President requesting him to send the email to the senators. Another suggestion was made to involve the Council of Deans and have a contest to see which school or college had the greatest percentage of participation. Jim was requested to determine if the link each student received was unique, making it possible to identify the student. SAC would like to know if the emails contained a generic link using the student's WSU access i.d. and password to identify the student. The survey began October 22 and will run for approximately six weeks. In addition, it was reported that the Provost will also send an email message to faculty to encourage their students to complete the survey.

Guests to invite:

1. Tim Michael and Jon Frederick (housing, food service and parking)
2. Corrine Webb (enrollment services) Financial Aid problems to be discussed here. Michael Horn and Barbara Jones will list areas of concerns
3. Randie Kruman (Student Disability Services)
4. Someone from TRIO and APX to discuss the programs

Volunteers were added to the areas of concern.

1. Look at on-line education-- along with C&I and Faculty Affairs (**Veronica Bielat and Naida Simon**)
2. The Student Survey (**Jim Woodyard and Naida Simon**)
3. Revised grade change policy—along with C&I and Faculty Affairs. These committees have not agreed to do this item so we will wait on it.
4. Student Center renovation—there has been no consultation with the Academic Senate. The major renovations of the Student Center are currently on hold until December or January 2013. The two phases of the student center study that were done last year included massing studies of potential use types and renovations, but nothing beyond that. No architect has been hired. A memo to the Policy Committee will be sent to give SAC a specific charge. (**Naida Simon and Chardin Claybourne**)
5. Distribution of the Student Services Fee (Omnibus Fee) (**Nancy Wilmes**)
6. The idea that we are marketing to the wrong demographic group. Rather than market to 18 year old FTIACs, we should market to 24 – 28 year olds. The committee decided to invite someone from the Marketing Department to discuss this issue. (**Brad Roth**)
7. Parking issue—the increase in parking fees for students. The issue of part-time graduate student employees being charged employee rates rather than student rates was discussed. It was suggested that we invite both Tim Michael and Jon Frederick to a future meeting. (**Jim Martin**)

The next meeting is **Wednesday, January 16, 2013 at 3:30 pm Room 1339 FAB.**

The meeting was adjourned at 2:40 pm.