Fayetteville State University
Students Affairs and Services Committee
Meeting Minutes
October 1, 2009

Opening:

The regular meeting of the Students Affairs and Services Committee was called to order at 2:05 pm October 1, 2009 in Lauretta Taylor Building, room 230 by Committee Chair Pius Nyutu.

Present:

Carson, Monica- Student Government Association
Council, Juanette – Student Affairs
Craddock, Amy- Criminal Justice Department
Lopez, Xenia – Psychology Department
Moyd, Gregory – Student Affairs
Nyutu, Pius – Psychology Department
Robinson, Angel S. – Student Government Association
Thompson, Dorothy – Department of Residence Life

Agenda Topics:

Updates from Xitracs Training and Blackboard Website for Committee Members

- Dr. Nyutu attended Xitracs software training program that will allow narratives and documents to be stored in one place. We also have a blackboard site that will allow you to post narratives and source documents as well. Dr. Nyutu asked each committee to begin to prepare documents as soon as possible and load them on to blackboard. The blackboard site is tailored to meet the need of the committee. All supporting documents will be accessible if needed by other committees. Each committee is asked to review the blackboard website to get familiar with it.

Report: Standard 2.10

- Mr. Moyd and Ms. Carson discussed literature they gathered before the meeting. They also discussed the date and times that they will be meeting as a subcommittee.

Report Standard 3.91 and 3.92

- The subcommittee for standards 3.91 and 3.92 are Dr. Nyutu, Dean Hadley and Ms. Thompson. This subcommittee will meet Wednesdays from 11:00 – 12:30 pm. On the 7th of October 2009 we will present a rough draft of the standard 3.91 and on the 14th of October 2009 a rough draft will be presented for standard 3.92.
Report Standard 3.9.3

- The subcommittee for standard 3.93 is Ms. Council and Ms. Robinson. Ms. Council also chairs the physical resource committee. She researched information from schools in Georgia concerning qualified staff. She will use a chart form to document what educational level the staff has and what they do.

Report Standard 4.5

- The subcommittee for standard 4.5 is Dr. Craddock, Ms. Lopez, and Ms. Simmons. The subcommittee met with Dean Hadley yesterday and they did not realize that this topic covers so many areas. The committee made recommendations to help the subcommittee get a handle on the areas they need to concentrate on.

Miscellaneous Topics Covered

- Dr. Nyutu informed the committee that if anyone needed any documents for their narratives to let him know and he will contact the SAC’s office and acquire them for you.
- He also discussed if we should continue with the way the committees are or combined them. The committee decided to leave them as they are for now. The committee also made recommendations to add more members.

Plan of Action

- Sub-committee members met briefly to discuss how their plan of action and how to proceed with their tasks
- Dr. Nyutu will try to distribute some work to those who are not as available, so everyone will have an opportunity to help with the committee.
- Dr. Nyutu will also contact Dr. Gillis-Orion to see if more members can be appointed to the committee

**Adjournment:**

Meeting was adjourned by Dr. Nyutu. The next general meeting will be at Lauretta Taylor Building, room 230 on October 12, 2009 from 2:00 – 3:30 pm.

Minutes submitted by: Dorothy D. Thompson

Approved by: