**Council of Student Affairs**

**February 10-12, 2016**

**Hilton Ocala**

**Meeting Minutes**

**CSA Executive Committee minutes**

**February 10, 2016**

**Ocala Hilton**

**4:00 PM**

1. Approval of October’s CSA meeting minutes.

* + Kathy Bucklew motioned for approval
	+ Lyn Powel provided second
	+ All were in favor

2. Leana from Doug Ryan consulting provided update on registrations for this meeting. 63 members have registered with all but 3 or 4 paid. We have received $6,000 in sponsorships. Also, Blackboard paid and additional $500 for reception. Snacks will be provided on Friday morning because we will be here until noon.

3. Pat Rinard provided a financial report for this meeting.

 Revenues collected at approximately $10, 873

 Estimated expenses = $3,752

 Remaining balance for this meeting is $7, 121

4. Lyn Powell provided an update on our inaugural new member orientation. Three panelist will present and answer questions about the history and purpose of CSA. Joyce Romano, Naima Brown, and Saul Reyes have agreed to be panelist. We will monitor the reaction of the new members to determine if this orientation will occur at every meeting or once per year. Lyn suggested small groups to build connections during orientation.

5. The CSA Handbook is now on the AFC website. It needs one modification to delete reference that the chair elect will be involved with finding future meeting locations. That change will go before the council at this meeting.

6. The CSA meeting survey is ready to launch immediately after this meeting. We had approximately 15 submissions after the fall meeting.

7. Dr. Brown to ask Tony Iacono if CIA would like to invite FSU (Shouping Hu) to come to next meeting and present on Dev Ed reform survey results.

8. Dr. Brown reported that each institution should work with their Chief business officer on potential changes to the performance based funding formula. Also, we should be on the lookout for changes to legislation regarding Foster care students.

9. There was discussion about CIA inquiring if schools could add an academic assessment for advising purposes only. Tony Iacono will bring this up tomorrow.

10. There was a member who wanted to appeal our decision to not refund his/her registration fee due to cancellation within the 10 day window. The Executive Committee’s response is that there is no appeal process.

11. The June CIA/CSA meeting will be June 15-17 in Daytona Beach. The hotel has not been selected yet.

12. The Executive Committee would like to invite Karina Barrett from the Division to attend these Executive Committee meetings in the future to touch base and provide insights from Tallahassee before the Thursday meeting.

13. Dr. Brown circulated a list of Chief Student Affairs officers from each college. She asked for corrections and mentioned that on voting matters for the Council, there should only be one vote per college and that should be the Chief SA officer or designee if not in attendance.

14. Kim McGinnis represented CSA at the December 2015 Council of Presidents meeting and reported that the following items were priorities for COP:

1. Workforce programs
2. Campus Safety
3. Performance Based Funding Model
4. Students’ mental health/wellness

The COP minutes are available on the AFC website.

Meeting adjourned at 4:50.

**Council of Student Affairs**

**February 11, 2016**

**Ocala, FL**

**1:15 pm**

I. Dr. Naima Brown introduced Dr. Jen Day Shaw, Associate Vice President and Dean of Students at the University of Florida. Dr. Shaw gave a presentation on Campus Safety Issues.

II. Nuts and Bolts:

 Questions:

 a. How are the colleges complying with the requirements of VAWA and the Campus SAVE Act? Several colleges reported that their sexual assault prevention training was not mandatory, while others reported that they had incorporated the training into their mandatory orientation.

 b. How many schools are observing a 4-day work week during summers? Most colleges reported that they were closed on Fridays with few colleges observing Friday hours during the summer.

 c. Has anyone dealt with the issue of hoverboards on campus? A few colleges have banned hoverboards on campus.

 d. Do any colleges utilize “early F” grades?

III. John Opper from Florida SHINES demonstrated the new Florida SHINES website. Opper also asked for volunteers for an upcoming work group for student services, financial aid and academic advisors.

IV. Adjournment at 3:45

**Council of Student Affairs**

**February 12, 2016**

**Ocala, FL**

**8 am**

I. Maureen Anderson, Director of Financial Aid at the College of Central Florida updated the group from the Financial Aid Directors meeting. Ms. Anderson reminded that group that when Financial Aid offices are audited, the college must be consistent in following federal, state and college policy. She also noted that in 2017- 18 academic year, students will begin utilizing the “Prior, Prior year” in determining program participation.

II. Blackboard provided a presentation utilizing their student success software that stressed personalization as the key to student contact.

III. An update from the FCS Registrar’s meeting focused on residency issues, homeless classification, FLID and reverse transfer questions.

IV. Karinda Barrett spoke to the group about utilizing the online resources at floridacollegesystem.org and the data that is housed at the system’s website.

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V. The council reconvened at 10 am for its business meeting. Meeting minutes were approved unanimously.

VI. Patrick Rinard gave a treasury report showing a balance of $7000. Naima Brown reminded all to complete the survey for the meetings and the need to invite sponsors for the meetings. Saul Reyes gave an update from Council of Presidents.

VII. Coleen Cough from Safe Colleges gave a presentation.

VIII. Bob Zelenski updated the council on the system’s athletic participation and the success rates of the systems’ athletes.

Adjourned 11:30