

Student Affairs Committee

Purpose(s): The Committee is responsible for advising the Vice President of Instruction and Student Services on matters related to student life. The committee reviews policies and procedures related to student engagement and support, requests from student organizations, and hears student conduct appeals.

Membership: The Committee shall consist of the following:

- Vice President of Instruction and Student Services (*ex officio*)
- Director of The Excel Program or designee
- Three (3) teaching faculty members
- One (1) student services representative
- One (1) administrative faculty member
- One (1) classified staff member
- Three (3) students

Authority: The committee reports and makes recommendations to the Vice President of Instruction and Student Services for action and/or further recommendation through the normal administrative process.

First Meeting: To facilitate organization, the first meeting of the academic year is called by the administrative *ex officio* member of the committee. Future meetings are called by the chair.

Committee Chairmanship: The committee shall elect a chairman from among its membership. The chair is responsible for calling all meetings and ensuring 1) fulfillment of the committee's purpose, 2) employment of Robert's Rule of Order, and 3) recording and posting of minutes in designated public folders.

Record Keeping: Unless otherwise indicated, the committee shall elect a secretary from among its membership. The secretary is responsible for recording minutes and providing them to the chair for review and approval by committee.

Minutes: Minutes are recorded, and following approval, posted in the College's public folders.

Student Affairs Committee Members

2019-20:

Leigh Ann Adams	Traci Mitchell
Tommy Bryant	Jeff Russell
Karen Cheers	Stacy Thomas
Winona Fleenor	Robin Widener
Michael McBride	(3) students TBD