

Student Affairs Committee Meeting Agenda

Date: 5/22/23

Facilitator: [REDACTED]

Note-taker: [REDACTED]

Present: [REDACTED]

Not Present: [REDACTED]

ANNOUNCEMENTS:

Next SAC meetings —

Time	Issue/agenda item	Discussion	Decisions	Follow-up/Action Items
1:30pm	Vote on April minutes.	Committee approved.	Approved.	
1:35pm	<p>Shout outs need to be completed.</p> <p>[REDACTED] needs help sending emails depending on the # of shout outs received.</p>	<p>Survey was sent to [REDACTED] (sphcomms) and was sent on Thursday by [REDACTED] and was received by recipients on Friday. There are 11 so far.</p> <p>PSU commencement – student shout outs.</p> <p>Discussed getting shout outs for more than one person and different categories. Committee agreed that there are other ways students can appreciate each other and we do not need to make it more complicated.</p> <p>Discussed sending it to student text groups.</p>	<p>[REDACTED]: To send announcement to student text groups</p> <p>[REDACTED] To send email to students. [REDACTED] will send template she has used for the past two years.</p> <p>Committee recommended sticking with one person for shout outs.</p> <p>Connect with [REDACTED]. [REDACTED] to send [REDACTED] an email.</p>	<p>[REDACTED]: Reach out to [REDACTED] to clarify which lists it was sent to.</p>

		Encourage everyone to do surveys.		
1:50pm	Confirming membership for next year. SAC needs new chair and members.	NEXT YEAR MEMBERSHIP (so far) Yes: ██████████ ██████████ No: ██████████████ ██████████ ██████████ APCC knows our requirements for next year.	Google doc: Committee to comment on bylaws	██████: Create a google doc with the bylaws and charge.

Time	Issue/agenda item	Discussion	Decisions	Follow-up/Action Items
2:05	Finals Event – confirm/deny	Finals week – Monday June 12 th 11-2pm. 10:30-1pm would be great for grad students. Window during lunch would make it more accessible to students. Have an open room for drop in. Leave resources for students during finals week.	The committee is having a finals event and keeping this event on the calendar. Time is TBD. ██████ will be there for the entirety of the event.	██████: Reach out to VPT to change rooms times. ██████: Check on finals schedule.
2:15	How can SAC help Student Affairs in the future and help with events?	It would be great for more support and involvement in Student Affairs. We have a lot of resources already.		

	(Maybe Emily can give input)	A lot of our events are partnered 1:1. We partner with SLC – student leadership committee.		
	Anything else?	SAC could help with internship fair for Fall Welcome.	Change SAC agenda setting meeting and monthly meeting	June 5 th Agenda monthly meeting. Set agenda setting meeting a week before.