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**COMMITTEE ON STUDENT AFFAIRS**  
**MEETING MINUTES**

**MEETING DATE:** December 6, 2017 **9:00 AM to 10:15 AM**

**LOCATION:** Hawaii Hall 208

**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Chizuko Allen (Fall Chair)	P	Camaron Miyamoto (Spring Chair)	P			Jennifer Brown	9:00 AM - 9:45 AM
Brian Shevelenko (Secretary)	P	Jaylin Petersen- ASUH Rep, Chair of Student Affairs	A				
Adam Tanners	P	Wendan Li - GSO Rep	P				
Vanessa Wong	E	Dusko Pavlovic: arrived 9:10am	P				
Aaron Ohta	E	John Casken, liaison	P	John Kinder, Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order by Chair Allen at 9:00 AM
<b>REVIEW OF MINUTES</b>	1. The minutes of the November 8, 2017 Committee on Student Affairs had been circulated electronically.	1. Motion by Dusko Pavlovic to approve the November 8, 2017 minutes; seconded by Adam Tanners. Approved unanimously.
<b>CHAIRS REPORT</b>	1. None.	
<b>UNFINISHED BUSINESS</b>	1. None	1. None
<b>BUSINESS</b>	1. Jennifer Brown, Chair of the Council of Academic Advisors (CAA) and Chair and Specialist Faculty at Manoa Transfer Coordination Center. Discussion on CAA and advisors' interactions with students: <ul style="list-style-type: none"> <li>CAA includes advisors from all over campus. Plus Student Affairs, Registrar's office, etc.</li> </ul>	1. CSA will discuss any action after the Chair hears back from Jennifer Brown.



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	<ul style="list-style-type: none"> <li>• Reports to VCAA</li> <li>• Discussion of some policies requiring deletion of credits for some undergraduate courses. CAA is working on addressing this policy and implementation.</li> <li>• Nearly 50% of incoming students each year are transfers (at least 20 credits)</li> <li>• Discussion of new STAR (GPS) registration system. Generally things are good, and still being improved. Work is ongoing.</li> <li>• <b>Suggestion that CSA draft a resolution to support updates to STAR system. Jennifer will ask CAA to list priorities to help us draft the resolution.</b></li> <li>• Working on changing registration dates (moving forward for ongoing students, keep same for incoming students), and increasing transparency on the upcoming schedules.</li> <li>• Discussion of the Interim Chancellor's upcoming plans regarding reorganization of the various advising centers on campus.</li> <li>• Study abroad is considering distributing their academic advising.</li> </ul>	
ADJOURNMENT	Our next CSA meeting will be on Wednesday, January 10, 2018 in Hawaii Hall 208 from 9:00 AM - 10:15 AM.	Motion to adjourn by Adam Tanners; seconded by Dusko Pavlovic. Passed unanimously. Meeting adjourned at 10:01 AM.

Respectfully submitted by Brian Shevelenko, Secretary.

Approved on February 14, 2017 with 5 votes in favor of approval and 0 against, 1 abstention.