**COMMITTEE ON STUDENT AFFAIRS**

**Meeting Minutes**

**Meeting Date:** November 8, 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) | A |  |  | Roxie Shabazz | 9:00 AM -  9:45 AM |
| Brian Shevelenko (Secretary) | P | Jaylin Petersen - ASUH Rep, Chair of Student Affairs, arrived 9:15 AM | P |  |  |  |  |
| Adam Tanners | P | Wendan Li - GSO Rep | A |  |  |  |  |
| Vanessa Wong | E | Dusko Pavlovic, arrived 9:18 AM | P |  |  |  |  |
| Aaron Ohta, arrived 9:03 AM | P | John Casken, liaison | P | John Kinder, Staff | P |  |  |

| **SUBJECT** | **DISCUSSION / INFORMATION** | **ACTION / STRATEGY / RESPONSIBLE PERSON** |
| --- | --- | --- |
| **CALL TO ORDER** |  | Meeting was called to order by Chair Allen at 9:02 AM |
| **REVIEW OF MINUTES** | 1. The minutes of the September 13, 2017 Committee on Student Affairs had been circulated electronically. 2. The minutes of the October 11, 2017 were circulated electronically for comments. | 1. Motion by A. Ohta to approve the September 13, 2017 minutes; seconded by A. Tanners.  Approved unanimously. 2. Motion by D. Palovic to approve the October 11, 2017 minutes; seconded by A. .  Approved unanimously. |
| **CHAIRS REPORT** | 1. None. |  |
| **GUEST** | 1. Roxie Shabazz Asst VC for Enroll Mgmt & Dir of Admission (9:00 AM)   **Discussion on status of student enrollment:**  Enrollment growth from Hispanic students from CA and Texas.  Student retention rate after first year was 76.6%. The 2017-18 retention rate for this population is up 2.2%.  Graduate student enrollment is down (campus wide).  Enrollment is working on new marketing materials to increase enrollment.  Working on simplifying enrollment processes.  Working on integrating undergrad admissions ECRM with Banner. | 1. Chair to invite Roxie to a CSA Spring meeting. To discuss Common Application and Coalition Application integration. |
| **BUSINESS** | 1. None | 1. No action. |
| **ADJOURNMENT** | Our next CSA meeting will be on Wednesday, December 6, 2017 in Hawaii Hall 208 from 9:00 AM - 10:15 AM. | * Motion to adjourn by b; seconded by A. Passed unanimously. Meeting adjourned at 10:05 AM. |

Respectfully submitted by Brian Shevelenko, secretary.

Approved on December 6, 2017 with 6 votes in favor of approval and 0 against.