**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** |
| --- | --- | --- |
| **CALL TO ORDER** |  | Meeting was called to order by Chair Allen at 9:00 AM |
| **REVIEW OF MINUTES** | 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. |
| **CHAIRS REPORT** | 1. None. |  |
| **UNFINISHED BUSINESS** | 1. None | 1. None |
| **BUSINESS** | 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:   * CAA includes advisors from all over campus. Plus Student Affairs, Registrar’s office, etc. * Reports to VCAA * Discussion of some policies requiring deletion of credits for some undergraduate courses. CAA is working on addressing this policy and implementation. * Nearly 50% of incoming students each year are transfers (at least 20 credits) * Discussion of new STAR (GPS) registration system. Generally things are good, and still being improved. Work is ongoing. * **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.** * Working on changing registration dates (moving forward for ongoing students, keep same for incoming students), and increasing transparency on the upcoming schedules. * Discussion of the Interim Chancellor’s upcoming plans regarding reorganization of the various advising centers on campus. * Study abroad is considering distributing their academic advising. | 1. CSA will discuss any action after the Chair hears back from Jennifer Brown. |
| **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.