**West Virginia State University**

**Student Affairs Activities Report for the Faculty Senate**

**May 6, 2011**

**Admissions and Recruitment – Ms. Trina Sweeney and Mr. Christopher Jackson**

The following information includes any new events, issues, and concerns occurring within the WV State University Admissions and Recruitment Offices.

* Application Totals
  + Fall Numbers 2011
    - Processed 1659 WVSU Applications
      * 434 Accepted
      * 54 Rejected
* The Office of Recruitment is in the process of finishing the Metro Tuition mailing. This mailing consisted of a letter from the Interim Director of Recruitment, WVSU applications, and Metro Tuition brochures and was sent to 95% of the high schools in the Metro Tuition area.
* The Recruitment Office will attend a Veterans Career Fair on May 14th at the Charleston Holiday Inn on Kanawha Boulevard.

**Athletics – Mr. Sean Loyd**

* Baseball, Football, Men’s basketball, Women’s Basketball, Softball and Volleyball have now set their summer camp dates. Those dates are on the Athletics website wvsuyellowjackets.com .
* Softball finished the season with a record of 33-14 and a second place finish in the WVIAC Tournament. We have an outside opportunity for an at-large NCAA Tournament bid.
* Baseball is currently21-16 (21-9 WVIAC) 1st place in the Southern Division
* Currently all sports are in recruiting periods for next season
* The 2011-2012 Budget has been submitted
* Athletics is currently very much involved in the planning of the Fleming Hall Project

**Career Services and Cooperative Education – Ms. Sandy Maharaj**

**Director**

* Career counseling and job search appointments
* Began CSM training for NACElink Software via conference call
* Met with the Computer Services Staff regarding CSM requirements etc
* Hosted the Career and Employment Expo: 230 job seekers and 39 business and 61 recruiters
* Continued to develop syllabus and met with staff from Assessment Center (for LiveText)
* Graded Co-op assignments
* Began ongoing training of new employee
* Conducted a class presentation on resume writing for Natural Science 101
* Supervised the administration of the National ACT: 70 candidates
* Attended Service Awards
* Participated with Grad Salute

**Administrative Associate**

* Assisted with Grad Salute
* Verified and secured all testing materials received for National ACT
* Participated in conference call with NACElink for CSM System training
* Organized boxes of materials and supplies for the Career & Employment Expo
* Attended Employee Service Awards
* Assisted with the Career & Employment Expo:  arranged/set up rooms; registered and directed recruiters to their tables
* Prepared testing materials and supplies for NACT testing rooms
* Scheduled students for CLEP/DSST exams and emailed confirmation letters
* Researched and prepared order for office supplies
* Administered CLEP/DSST testing:  10 candidates tested
* Assisted with training of new employee

**Administrative Secretary, Senior**

* Began familiarizing myself with office procedures/protocol for Career Services and Cooperative Education (R-ACT. DSST. Registration, etc.)
* Began to organize and update files logically so that everyone will be able to locate information easily
* Attended Service Award ceremony
* Updated Job Postings list for the website
* Processed monies collected from EXPO recruiters
* Worked on imputing information from Access into Excel spreadsheets for new data base system to be incorporated in the near future.
* Collected checks/payments for R-ACT Registration
* Participated in Orientation with Payroll

**Collegiate Support and Counseling – Mrs. Kellie Toledo**

**Director**

* Advertised AmeriCorps positions on the WVSU website, to students, faculty and staff through email, in faculty senate, and posted flyers on campus.
* Planning CSC participating in the Faith Based Neighborhood Fair.
* Met with Cat Pleska regarding the Writing Center.
* Worked with James Taylor to work out issues in Live Text for ECI calls.
* Posted the Return to Learn info on website.
* AmeriCorps members hung up posters for Return to Learn.
* Continued to meet with personnel regarding department videos.
* CSC staff participated in an in-service over Spring Break.
* Recruited new Pinnacle members and submitted their info to Nationals.
* Posted the Academic Assistance Counselor position through Human Resources.
* Assisting staff members with planning programs for students.
* Provided assistance to students with financial aid, and general problems.

**Disability Services Counselor**

Student Services

* Administered 49 exams with extended test time, in alternative testing areas.
* Provided Counseling to various students about personal & academic issues.
* Met with students about drop dates, mid-terms and academic progress.
* Worked with (3) students using Dragon Naturally Speaking voice recognition program to utilize for homework writing assignments.
* Met with Hard of hearing and/or deaf students that had concerns/ complains about services.
* Worked the disability services day/ Multicultural day on April 14th from 11-3.

Faculty & Community Contact

* Coordinated with faculty to make arrangements for extended time for students with disabilities.
* Spoke with faculty about student attendance, progress, needs and assistance.
* Worked with West Virginia Rehab Services in regard to WVSU and KVCTC students, having continual contact with them and doing referrals.
* Assisted in working with students who needed to contact their WV rehab counselors and had difficulty getting into contact with them because of their recent orders to vacate the Institute, WV location.
* Spoke with faculty and received recommendations about specific students and dropping courses because of possible failure.
* Met with a faculty member who was concerned about a hard of hearing student and their academic progress, as well as what could be done to help the student improve.

Future Plans

* Reviewing testing policy and procedure in regards to documentation and extended test time.
* Assessing technological needs and development to assist students with disabilities.
* Continue to update the disability services database, meet with new students, review documentation, provide testing etc.
* Continue to utilize the listserv in a fashion that would allow us to use feedback to make changes to our policies and procedure, where policy is lacking.
* Begin working on getting video monitoring up in Kellie’s office so there is more than one person that can utilize video monitoring on testing as a preventative measure.

**Academic Assistance Counselor**

* Posted this position.

**Mental Health Counselor**

* Transported 6 CHOICES Peer Education students to the Bacchus Network Area 12 Spring Conference on April 1st-3rd at the University of Maryland-College Park.
* Four of the six students presented a breakout session entitles “Minute to Win It” which addresses tobacco use, alcohol awareness, safer sex and social norms.  They received very positive evaluations from the attendees.
* CHOICES Peer Educators received award for Outstanding Network Affiliate selected from over 70 campuses in the regional states of Delaware, DC, Maryland, Virginia, West Virginia and North Carolina.  Robin Tabor received the Outstanding Advisor Award.
* Provided on-going training/instruction to the psychology student intern.
* Submitted CHOICES Peer Educators portfolio to SGA for judging for Outstanding Student Organization Award.
* Hosted an informational table about cessation for Kick Butts Day.
* Participated in the Multicultural Festival & Disability Day.
* Followed up with SGA about the $200 to cover the cost of peer education T-shirts for this semester.
* Continue to see students for personal counseling and academic issues.

**Multicultural Counselor**

* The Multicultural Counselor provided counseling to students.
* The Multicultural Counselor met with R.O.O.T.Ed in order to discuss social justice issues.
* The Multicultural Counselor hosted the Fashion Show.
* The Multicultural Counselor has been attending meetings regarding the Black and Gold Gala, which will be held in April.
* The Multicultural Counselor hosted the Multicultural Festival.

**Crysty Linkenhoker**

* The April newsletter for Students has been delayed to because of an unknown problem with graphics transmissions. It is being worked out with Computer Services and should get the latest edition out next week. The April Counselor newsletter was sent out successfully prior to this problem arising.
* The Metro Tuition newsletter has been sent to some counties, but the process for creating the mailing lists is timeconsuming. The newsletter will continue going out to the counselors and principals at other affected counties in the coming weeks. All lists should be completed by April 30 and all first editions should be delivered by that date. Subsequent mailings will be faster since the email groups will already be in place and working.
* The ECI call text was distributed to the AmeriCorps members to begin making their calls. A brief was sent to remind ECI callers that their earlier groups still need to receive follow-up calls.
* Information continues to flow in from various departments for inclusion in the Counselor and Student Success Newsletters. The Math Department and Education Department will be featured in upcoming issues.
* Facebook pages have been updated for each of the offices in Collegiate Support and Counseling Services. This office also now inputs updates and information for the Financial Aid Facebook page.
* This office has accepted a summer assignment of helping the Athletic Department with the branding issues identified on its website.

**Food Services – Ms. Vicki Barnes**

* The final revised board invoices for Fall 2011 semester have been processed for payment.
* Mr. Jones and I are in discussion stages of planning a collaborative meeting to involve Fiscal Affairs, Financial Aid, and all residence staff in creating new ‘check in’ procedures for resident students beginning with the Fall ’11 semester. This is to ensure proper tracking/placement as well as financial and academic clearance of all residents.
* Discussion with Job Corps representative, Lou Rascon, it has been determined that their new facilitators will be focusing on the ACT rather than continuing with the alternative OCT program.

This would potentially increase our resident population from 45 to 55 students.

**Leadership, Mentoring and Judicial Affairs – Mr. Coston Davis**

* Completion of the Leadership Institute Computer Lab – 80% Completed
* Increasing the number of Leadership members – 21
* Leadership Weekly meetings – 70% completed
* Completion of March MAR – Weekly Leadership Institute Meetings for April – Addressing Judicial issues pertaining to students who break policy of WVSU code as reported by the Dept of Public Safety – Working to complete Computer Lab for Leadership Institute - Clothing & Food Drive for Union Mission –
* April Leadership meetings are in progress
* Finalizing the Leadership Institute Computer Lab (Furniture arrived April 1, 2011)
* Leadership campus cookout May 7, 2011
* Leadership Institute Convocation – tentative May 3 Rev English is keynote speaker, Wilson Student Union 12:00 – 1:30 PM
* Addressing Judicial issues pertaining to students who break policy of WVSU code as reported by the Dept of Public Safety: 1 student Deferred Suspension – Working to complete Computer Lab for Leadership Institute - Clothing & Food Drive for Union Mission
* Judicial Affairs addressed several Incidents on our campus
* Mentoring of various students on subject of concern
* Letter of Recommendations for the following students: William Palmer, Taikara Millner, Chenai Rusike

**New Student Programs – Mrs. Sharon Banks**

* Will attend McNair Scholars Program Undergraduate Research Day on Thursday, April 21st @ Concord University; one student will present their research (this student will graduate in May and then we will not have anyone participating in this program)
* Continuous student assistance to those who have problems both academically and/or personally

**Residence Life and Services – Mr. Cornelious Jones**

* Dealt with disciplinary infractions in expedient and effective manner
* Food Committee meeting conducted
* Followed up requests for Housing Packets
* Set deadlines for Exemption and Resident Assistant applications for April
* Established interview time frame for submitted applications (above)

**Student Activities & University Union – Mr. Jerry Miller**

* The Honda Campus All-Star Challenge Team went 5-1 in the Round Robin Tournament, putting them in the sweet sixteen. However, Oakwood defeated us 230-130 to eliminate our team from competition. Florida A&M University claimed this year’s title. WVSU’s Alan Carter received All-Star honors, averaging 48 points per game.
* Student Government Elections have been conducted. Winners are Kinyatta Buford/Casey Guet as President/VP, Tawonna Flowers – Miss State, Shavonne Moore – 1st Attendant, and Craig Wormley – Mr. State. Kris Casdorph has been re-elected to serve as the WVSU Board of Governors Rep.
* Student Activities has completed a successful Spring Sting. The events were:
* Thursday, April 14@12:00pm – Picnic during the Multi-Cultural Festival – Student Plaza
* Thursday, April 14@2:00pm – Music Video Mania – Union
* Thursday, April 14@10:00am – Caricature Artist – Union
* Thursday, April 14@3:00pm – Bingo – Union
* Friday, April 15@11:00am – Air Brush T-Shirts – Union
* Friday, April 15@8:30pm – Comedy Show w/ Zooman and Karlous Miller – Davis Theater
* Saturday, April 16@8:00pm Wednesday, April 13@10:00am – Bongo Ball Mania – University Union
* Fashion Show – Ferrell Hall Auditorium
* Saturday, April 16@11:00pm – Black Light Party – University Union

**Student Financial Assistance – Mrs. Sally Marcus Burger**

**BUDGET RESOLUTION**

* Federal student aid will remain the same for the 11-12 academic year: Year-round Pell will end after this summer. Cross-over Pell will be eliminated beginning the 11-12 fiscal year. The maximum Pell will remain at $5750. However, we should encourage our students to take the maximum number of credit hours they can handle because the recent budget resolution would reduce the maximum Pell Grant award to pre-stimulus (also known as the American Recovery and Reinvestment Act) levels for 12-=13. While the resolution lacks details, this could mean returning Pell to FY2008 levels, resulting in a maximum Pell Grant of $2,090 for the 2012-13 academic year. Additionally, the Republican budget resolution calls for the repealing and defunding of the Healthcare and Education Reconciliation Act (HCERA), which includes mandatory funding for the Pell Grant program. This could further lower the maximum grant by $690. Additional options outlined for review by the resolution include: changes to limit the lifetime limits of the Pell Grant program, rescinding recent expansions to the Need Analysis formula, eliminating administrative cost allowances to schools, repealing the expansion of income-based repayment provisions in the Student Aid and Fiscal Responsibility Act (SAFRA), and eliminating interest subsidies on all Stafford Loans.
* We can use this year to educate our students to take advantage of the federal and state assistance that is afforded them. Students will have to make better choices between working and attending school. We should encourage the minimum of 15 credit hours versus 12.

**CASH COURSE**

* Registered WVSU for a program, CashCourse, a free financial literacy program directed at college students and recent gads. The program is sponsored by the National Endowment for Financial Education (NEFE). The key benefits of the program is that it is free of charge and our own branding with school logo and color scheme with a separate page with our own content will be used. The program provides customizable marketing templates, workshop kits on key financial topics, and interactive content such as the Budget Wizard tool. This program will be posted on our newly redesigned web site.

**DEFAULT MANAGEMENT**

* Ms. Burger met with the Deans Council regarding our Default Management Program. Our strategy met with their approval. She has been asked to speak to the faculty at the Faculty meeting in August regarding withdrawal and class attendance.

**NPC (Net Price Calculator)**

* Have submitted all documentation to SAS (Student Aid Services) for the NPC. They will begin building the NPC w/WVSU specifications, after which we will run a test, if all goes well it will be posted on our websites this summer.

**FINANCIAL ASSISTANCE STAFF**

* Katie Mills and Gwen Bausley will be attendingthe **Spring 2011 WVASFF (WV Association of Financial Aid Administrators) Conference** April 20-22, 2011 at the Lakeview Golf Resort & Spa in Morgantown.
* Our office was open Saturday, April 16th to assist new freshmen with their financial aid.
* $20,393,233 in federal and state financial assistance has been disbursed to students as of April 21, 2011.