

**SMHS Student Affairs Standards Review Committee (SASRC) Meeting Minutes
Wednesday March 2, 2022 PM Zoom Meeting**

In Attendance: Stephen Tinguely, Sheila Bosh, Pat Carr, Judy Solberg, Michelle Montgomery, Lauren Johnson (MS2), Holly Mitzel (MS2), Jim Porter, Natisha Corum (MS3)

Absent: Parker Rosenau, John Watt, Don Warne, Emily Decker, Grant Gunderson, Kamille Sherman, Susan Zelewski, Shivam Patel

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
Welcome/call to order	Meeting was called to order by Dr. Stephen Tinguely, Committee Chair	
Review Meeting Minutes	January 5, 2022, minutes were distributed electronically to SASRC members prior to the meeting and are also available on Blackboard. It is noted that the committee did not meet in February.	Minutes approved.
Welcome New Staff Member	Emily Evers, Student Affairs Officer is a new member of the committee. She explained that her primary responsibility is working on career advising, the Achieve program and some shadowing. She welcomes feedback from students. There is one student who has expressed interest in this committee who may attend the next meeting.	
Mock Visit Findings	Dr. Porter commented that he found the mock visit helpful. He feels better prepared to answer questions now. He requested that OMA send him the DCI for his review and to aid in training new staff in financial aide. He noted that Angela Osborne has taken over some of the responsibilities that were formerly completed by Jenny Duffy. Dr. Tinguely shared that the LCME Consultants commented on the quality of the responses from students during the mock visit sessions.	Sheila will send DCI to Dr. Porter and DQIP members
Committee Direction and Focus	Dr. Tinguely asked members to comment on the direction and focus of the committee going forward, particularly post LCME site visit. Dr. Carr commented on the uniqueness of the committee. He suggested that we incorporate student concerns and recommendations. Sheila Bosh commented on allowing students time to express concerns at the start of each meeting. She also commented on the benefit of allowing DQIP to review the ISA 2 findings, determining monitoring elements, providing effective communication and everyone involved "being on the same page". Emily Evers commented on the career advising section	Add to April agenda

	<p>and the advisor template. She encouraged students to share their thoughts and concerns in that area. Students were asked about their level of involvement. Natisha Corum commented that having an assignment in advance would help with engagement. Lauren Johnson concurred. Holly Mitzel commented that an assignment would be good providing it was received in advance and wasn't too time consuming. Discussed change in meeting times that was recently implemented. Natisha commented that attendance is clerkship dependent, noting that most preceptors allow students time to attend. Discussed how to handle assignments for students when they haven't attended the meeting. Natisha commented that she believes that it would be acceptable to email the assignment to the student as long as it is done in advance, and it includes a clear due date. It was concluded that further discussion would be beneficial.</p>	
Feedback Link	<p>Sheila Bosh commented that the ISA2 qualitative data indicates that students are happy to have this feedback avenue.</p> <p>The feedback link can be used or misused according to Dr. Carr. In the past 2 weeks, some students have used the link to comment on the behavior of other students. He suggested that it may be appropriate to educate students on the appropriate use of the link.</p>	
Student Members Engagement – Student Reps, One Drive, Communication	<p>Dr. Tinguely noted that in UMEC there's a standing agenda item for student member concerns. They are discussed at the start of each meeting.</p> <p>Another consideration is student involvement in the annual student survey. Dr. Tinguely asked the students if they thought that it would be beneficial to have a student member on SASRC who is also involved in the student survey. Lauren says yes if time commitment wasn't too significant, Holly would be open to it, Natisha feels that a separate entity is important, but cross participation may be acceptable. When asked how to recruit students for the student survey, students commented that the ISA and ISA2 committee were exceptional. They did not have a specific recommendation of how to recruit going forward. Emily shared that the first-year class now has a student VP and communications coordinator that will be representatives in the annual student survey. Dr. Tinguely commented that this is only for M1's and we will need to figure out how to include representation from all classes. It was concluded that further discussion will be required</p>	Add to April agenda

Announcements/Next Meeting	April 6, 2022	
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Minutes Submitted by Sheila Bosh, Accreditation Manager
Minutes Reviewed by: Dr. Stephen Tinguely, Committee Chair