

**Student Affairs Director Meeting  
November 14, 2024**

**Minutes**

Present – Kathleen Cook, Lisa Karlin, Edie McCracken, Amy Schaffer, Jaden Rahe, Chantelle Arnold, Dale Ano, Craig Karlin, Nicole Heitmann, Sherri Matlock, RJ Schnack, Jon Armstrong, Dennis King, David Bollig, and Chris Gist

**Traveling Trophy**

- The Student Affairs Traveling Trophy was awarded to Erica Meneses-Corona, Assistant Director for Retention, Persistence & Multicultural Engagement.
- Erica received the NASPA IV-West Outstanding New Professional Award at the NASPA IV-West Regional Conference in Albuquerque, New Mexico on October 22.

**Academic Affairs Update** - Jill

- Jill encouraged everyone to review the new Strategic Plan on the FHSU website. A Zoom Q&A session about the strategic plan is scheduled for Tuesday, November 19.
  - Goal 1, 4 and 5 are being led by academic affairs and Goal 2 is chaired by Andrew Feldstein and Kathleen Cook and Goal 3 is led by Dennis King, Joey Linn and Kristin Herl.
- The Student Success reorganization continues through the exploration process. Jill and Joey have completed their individual meetings and have written up their notes and have defined shared themes. They are now refining the themes. Through their meetings it was clear that we needed to define student success for Fort Hays. Jill and Joey have a working draft of the definition of student success. They are working to group teams and offices that will set Fort Hays up for success for our students. Joey and Jill will meet with Barb after fall break. Once the Student Success plan has been made public, an open comment period will happen before moving into the transition phase in the spring semester.
- Jill will be speaking to SGA tonight to provide clarity on academic advising and faculty mentoring.

**Enrollment Leadership Update**


- ERP Survey Due Date – Friday, November 15
- Strategic Planning Q&A Zoom Session – Tuesday, November 19
- Staff Awards Due Date – Friday, November 22
- Navigate Communication
  - Matriculated students will be loaded into navigate. Texting, push notifications, to-do options are available through Navigate. Kathleen will be forming a group to discuss communication through Navigate.
- GradFest was held on Tuesday, November 12.
- Holiday Break

- If staff has questions about leave time during the holiday break, please forward questions to your AVP and they will discuss them with HR.

### **Career Services Update**

- SLP & Education Career Fair
  - Encourage students to attend. Scheduled for Friday, November 15 from 1:30 to 4 pm.
  - There will be seventy-two employers in attendance. Students can see who will be in attendance in HandShake.

### **Commencement Volunteers**

- December 13
  - 8:30 am – Robbins College of Business & Entrepreneurship, College of Health and Behavioral Sciences and Werth College of Science, Technology and Mathematics
  - 11:00 am – College of Arts, Humanities, and Social Sciences and College of Education
-  [sign-up sheet](#)

### **Division of Student Affairs Holiday Gathering**

- Friday, December 6 from 3 to 4:30 pm
- RSVP Deadline – Friday, November 22 @ 12 noon

### **Search/Staffing Updates**

- FHSU Online and Military-Connected Student Services
  - Kayla Hickel has accepted a position with Sunflower Electric. Kelsi Broadway will serve as Interim Director.
  - Devan Flegler, Assistant Director, has accepted a position at Emporia State and will be leaving at the end of the fall semester. The position description will be reviewed.
- Student Success
  - Hannah Hearld, Assistant Director, has accepted a position at Emporia State. An interim will be appointed to cover the position through the summer.
- Admissions
  - Amber McKiernan, the Eastern Kansas recruiter, has accepted the CRM position. She will assist Admissions through January. The position will be searched.
- Health & Wellness Services
  - An offer has been made for the Case Manager position.
- Memorial Union
  - Interviewing candidates for the evening custodian position.

## **For the Good of the Order**

### Admissions

- Jon reported the college days held in October and November have been positive.

### KAMS

- KAMS Preview Day is scheduled for Saturday, November 16.
- Sherri just returned from China to meet with our partners. KAMS is also working with an online program for high school students.

### Residential Life

- The housing contract for the 2025-26 academic year opened this week. The number of contracts received to date are higher than last year.

### Memorial Union

- Faculty and staff appreciation at Victor E Apparel and Gift will be held on Friday, November 22. Faculty, staff, and students will receive a 30 percent discount.

The next Student Affairs Student Affairs Director meeting is scheduled for Thursday, December 5.