Student Organization Advisory Committee
October 24, 2013 Meeting Minutes

Agenda:
- “Of-the-month” awards (name change, and promotion)
- Training with Ashley Atteberry

I. Welcome and Introductions
   • Present: Joe Jacobson, Loveth Adizue, Darcy Smith, Jordan Pepple, Rachel Savig, Katie Kelly (chair), and Steve Fox (advisor).

II. Of-the-month awards
   • The group voted on a name change to either “Dragon Leader Awards” or “Dragon Pride Awards.”
   • The committee chose “Dragon Pride Awards” for the new name.
   • Katie will advertise through Student News and the org officer list-serv in order to get more nominations.

III. Training with Ashley Atteberry
   • All members of SOAC need to complete the FERPA training because the committee deals with confidential information.
   • When students come for hearings we need to present the information we have and give the student(s) a chance to tell their side.
   • While preparing for a hearing, it’s important to be reflective to see if anyone has any bias.
   • We should meet at least half an hour before the hearings to read through all the information and talk as a group.
   • We can add some announcements/expectations to the Hearing Board Order of Procedures if we see fit.
   • When deciding on a hearing, we need to determine is there enough information to say someone (or the organization) is responsible or not.
   • After a hearing, Steve will meet with the group or individual to discuss the decision.
   • Verbal, non-verbal language, and body language are important to pay attention to during a hearing. Also be mindful of your own verbal, non-verbal, and body language.
   • Have 2 people take notes during the hearing while the others concentrate on what is being said and the non-verbal/body language.
   • It’s important to think of questions beforehand, and it is acceptable to take 2 minutes to go over your notes and make sure you have all your questions answered before ending the hearing.
   • Write down dates, times, and facts. Make sure to have some order with your questions.
   • If you have a lot on your plate, you can talk to Steve and possibly be excused from being present at the hearing.
• Silence is golden, let a person think about their answers to the questions.
• Even if students or organizations accept responsibility for their actions, they still need to have a hearing.
• The Scales of Justice we will be using are Preponderance and Clear and Convincing. Preponderance is 51% vs. 49% and it means “more likely than not.” Clear and Convincing is 75% vs. 1%.
• During deliberation, we need to bring the Deterring Outcomes/Sanctions sheet. We can use it as a checklist.
• We need to include a rational for our recommended sanctions. Be thoughtful as to what is more impactful and will allow the student(s) to learn from the situation.