**Title of Procedure: Student Experience Committee Procedures**

**Number: SS-401**

**Department: Office of VP of Student Affairs/Chief Diversity & Inclusion Officer**

**Effective Date: Spring 2018**

**Revised Date: December 9, 2020**

**Reviewed Date:**

**Purpose**:

The Student Experience Committee provides guidance and recommendations on activities that affect the experience of Hocking College students. The Student Experience Committee will convene as needed and function as an advisory group whose primary work includes, but is not limited to, the oversight of multiple subcommittees. The subcommittees will include, but are not limited to the One Stop, Diversity & Inclusion, Academic Success, Student Life, Athletics and Co-Curricular and Residence Life.

**Definitions:**

1. “Subcommittee” refers to group of employees brought together to work in a specific area affecting the overall Student Experience at Hocking College. Subcommittees are necessary because there are several key touch points which affect the overall experiences, and trying to use on overarching committee to complete the work would not be effective. The goals and expected outcomes of each subcommittee will be set by the Vice President of Student Affairs/Chief Diversity & Inclusion Officer or their designee.

**Procedures**:

Campus-wide input and involvement is necessary. The agenda will be comprised of the multiple initiatives as outlined by the subcommittee chairs and compiled by the Office of the VP of Student Affairs/Chief Diversity & Inclusion Officer or their designee.

The Student Experience Committee will collaborate with the Vice President of Student Affairs/Chief Diversity & Inclusion Officer to regularly monitor the quality of the student experience at Hocking College through regular evaluation and data analysis of surveys and interviews.

**Membership**:

The Student Experience Committee will consist of:

Vice President of Student Affairs/Chief Diversity & Inclusion Officer

Director of Academic Support and Disability Services

Manager of Student Affairs and Services

Director of Student Center

Director of Human Resources

Executive Director of Enrollment Management, Marketing & Public Relations

Manager of Food Services

Director of Athletics

Director of Student Employment and Special Populations

Director of Financial Aid

Chief Information Officer

Registrar

Director of TRIO Program

Chief of Police at Hocking College

Director of Student Center

Coordinator of Student Center and Campus Recreation

Manager of Career and University Center

Manager of Housing and First Year Experience

Director of the Foundation

Director of Enrollment

Program Manager from each Academic School appointed by the Dean

Rotating members or designees may be added as needed as committee or subcommittee goals require.

**Specific Dates of the Committee:**

In carrying out its responsibilities, the Committee shall:

1. Establish a work plan to ensure its responsibilities are being met.
2. Regularly review pertinent data and other information.
3. Monitor the College’s strategies for enrollment management.
4. Review College data and peer institution data regarding current educational status, historical trends, performance, quality, and value.

**Meetings**:

The Committee shall meet no less frequently than two times each academic year, and each meeting’s agenda should allow ample time for purposeful discussion and analysis. The Committee shall maintain minutes or other records of meetings of the Committee.