

**ANNUAL REPORT**  
**Date Due: July 31, 2016**

*Academic and Student Affairs Committee*

**University of North Alabama**  
**Florence, Alabama**

  
\_\_\_\_\_  
Committee Chair

8/18/16  
\_\_\_\_\_  
Date submitted

Submitted to: \_\_\_\_\_  
Title/Committee (if applicable)

\_\_\_\_\_  
Date received

# UNIVERSITY OF NORTH ALABAMA

## ANNUAL REPORT

2015-2016

### I. Executive Summary

During the 2015-2016 Academic Year, the Academic and Student Affairs Committee was tasked with implementing a student immunization policy. After consultation with key members on campus, Director of Student Health Services, Vice President for Student Affairs, members from the Student Success Center and Admissions, the committee passed the written policy with Mr. David Shields for decisions to be made as to where this policy would be implemented in the student application process. There was heavy debate as to if it belonged in the application process, the registration process, or embedded in housing procedures. The committee examined other institutions for comparison. Discussion notes were compiled and passed on with Mr. Shields for a decision to be made.

### II. The Committee's Charge (from the Shared Governance Document)

#### III. 1. To originate, review, recommend, and report in the following areas:

- \* Academic and/or Student Affairs policies and issues as received from the SGEC

- \* Student recruitment, retention, and admission

#### IV. 2. To communicate its deliberations and findings through the VPAA to the President, and after discussion with the President, to the university community

#### V. 3. To handle any proposals the committee may make affecting university policy according to section C.2 "Shared Governance Procedure for Policy Change Recommendations"

#### VI. 4. To submit a final written report electronically by the first day of the fall semester to the Vice President for Academic Affairs and Provost with a copy sent to the Chair of the SGEC

### VII. The Committee met on the following dates:

August 25, 2015

October 27, 2015

December 1, 2015

February 23 2016

VIII. What were the Committee's actions and accomplishments this year relative to each of the items of the charge?

1. The committee met in regards to a student immunization policy. This policy falls within the realm of Student Affairs.
2. Information from the meetings were compiled and sent with Mr. David Shields.
3. The proposal of the policy was received, appropriately discussed, and passed on.
4. This report will suffice for this requirement.

IX. What were the Committee's formal recommendations?

The committee recommended the policy be implemented with the provisions discussed within the minutes. The policy was passed on without a final decision on where the policy should be implemented within the student application process. We felt as if this was a decision for another group.

X. What does the Committee plan to accomplish

- A. In the coming year? – The committee will continue to meet in regards to Student Affairs issues as they arise.
- B. In future years?

XI. What are the Committee's weaknesses?

The committee was unable to come to consensus on when this policy should be implemented.

- A. What can the Shared Governance Committee help you do to address the weaknesses?

XII. Comments