

## Student Affairs Committee

Feb. 10, 2010    Darwin 101

**Present:** D. Girman, A. Smith, D. Romesberg, P. Ramey, M. Lopez-Phillips, K. Thompson, J. Mahdavi, L. Vega, R. Lopez

**Absent:** J. Sutanonpaiboon,

**Proxies:** None

**Guests:** L. Holmstrom-Vega, M. Olsen

**Agenda:** none

**Minutes:** approved

### Reports

Chair's Report (D. Girman): Structure & Functions suggesting that all committee chairs attend JCAP in addition to ExComm.

- JCAP will take on program review and restructuring.
- CSU looking at CSUwide office hour policy (SSU has no policy)
- Reserve stimulus \$ coming to help with next year
- Transition to Moodle for fall 2010
- President is willing to hire a campus diversity coordinator; Diversity Council is finishing master plan—SJSU has an example of such a plan.
- Sharon Cabaniss wants to come talk to SAC about recruitment; SAC wants to make sure Gustavo & Gina Geck are also at that meeting.

SAEM Report (M. Lopez-Phillips): Over \$1million coming to SSU from stimulus money. Waiting for CA budget to see what will be funded. Not likely that growth money will come.

- Will have to cut \$270million from SAEM. May cut money to Health Center, operating budget. All hiring frozen. ASI funds SLIS (Slice?) completely.
- Black History month events are posted.
- Enrollment issues: offer priority to local students (transfers and first time frosh). Also, fee-waiver students processed first with EOP. No rise in enrollment deposits so far. High demand for admission; campus impacted.

ASI Report (Paul Ramey):

ACE Report (L. Vega):

### Liaison Reports:

- Athletic Council (D. Girman):
- Academic Advising (R. Lopez):
- Scholarship Committee (L. Vega)
- Fee Advisory (J. Mahdavi):

### Business

#### 1. Amendment to Student Grade Appeal & Grievance Procedures

Guests: M. Olsen, L. Holmstrom

- Holmstrom asks *how we can make clear to the students that in the grievance process they would have to ask for a grade change as part of the remedy.*
- Olsen- is it the grade or the policy that is troubling?
- Grad studies says that the compelling reasons in grade appeal wouldn't apply because there are multiple people who are assessing the student.
  - Holmstrom says we need to make sure the departments have well documented policies
- Thompson notes that the culminating experience language doesn't belong in part A because it isn't part of Exec. Order 792—move it to part C.
  - Romesberg recommends adding more language to make it more clear.
  - "Due to the nature of multiple points of assessment, such courses a grade appeal can only be made as one possible proposed recourse to contested policy and procedures using the student grievance process, not through the grade appeal procedures."
- Lopez-Philips: need clear procedures to limit liability
  - Also, need clear checkpoints within programs;
  - Help students know which process to follow
  - Have senate analyst work with chair of Fairness Board to make sure student understands the policy
- Romesberg: recognizes that students will go through a process without advising about which one to select.
- Need to clarify "graduate" or licensure, credentials, etc. Girman will check with relevant departments on this.

## 2. Report on development of Bias Motivated Incident Procedure (M. Olsen)

- Made changes to website to make diversity information more visible and easy to find.
- Need "team concept" to handle incidents- due to limited resources.
  - Include flow charts, hand-outs
  - Support victims AND follow mandates
- Develop campus response even if there isn't an identifiable victim (graffiti, defacing fliers)
- Centralized Reporting: for faculty, staff, students—then direct person to the appropriate office
  - Girman: how can we help people find a place to talk safely without launching a full university response?
    - We don't have that place now.
    - Lopez-Philips says we have Dr. Schwartz in Health Center or the counselors in CAPS. These are the confidential spots. Others must make reports. Suggests the new diversity coordinator could take this role.
  - Victims' Advocate—would be a great person to have on campus to do this work. Could also help with grief counseling/response to tragedy, work with entire campus.

- At this time, it looks like the diversity coordinator will be a faculty member on release time, so probably couldn't serve as Victim's Advocate.
- Ramey speaks of experience as Peer Mentor and student leader working with students as peer—they also need to know the procedures.
- SAC may want to pass a new resolution about Diversity Coordinator as Victim's Advocate (CCGS or new counselor) in creating job description. OR write memo to VP of SAEM making recommendations. Thompson says we should discuss the issue in Senate and then send a letter to VP of SAEM.

**3. Procedure for mandatory registration hold for student advising.**

- Advising is consistently identified as an issue in student retention.
- If we create a registration hold until student obtains advising could help and could be implemented right away & simply.
  - In Biology there is a huge workload spike when freshman come in 2x year (until 30ish) units. Rest of the time not bad.
  - Need to generate the will among faculty to take this step.
- **Refer the issue to Academic Advising Subcommittee**

Minutes respectfully submitted by J. Mahdavi.