

Student Affairs Committee Minutes

02/16/2022

10:00-11:50 a.m. via Zoom

Present: Karen Thompson, Jennifer Lillig, Martha Shott, Laura Monje-Paulson, Becky Sandoval Young, Chris Franco, Tony Bish, Sandy Ayala, Napoleon Reyes

Absent: Hilary Smith

Guests: Ayumi Nagase (Chair of Academic Advising Subcommittee); Michael Balasek, Gerald Jones, Alvin Nguyen, and Stacey Bosick (Orientation Steering Committee members)

Minutes-taker: Napoleon Reyes

Approval of Agenda: Approved with no changes.

Approval of 02/02/2022 Minutes: Approved with no changes.

Associated Students Report (C. Franco)

- Associated Students had a senate meeting to discuss recruitment of students for new senate board; 7 out of 8 current senate board members graduating this spring
- Application for student government positions to close next week; information available on Associated Students' social media accounts
- Electronic flyer to be sent to SAC members to share with their Schools

Chair's Report (K. Thompson)

- Academic Senate passed the revised Cheating and Plagiarism Policy
- Seawolf Decision Day on April 23
- Martha gave a report to the Academic Senate on athletics
- Career Center gave a report to the Academic Senate on available tools for faculty and students, the upcoming CareerFest scheduled for March 7-17, and the launch of the Sonoma State Network

Student Affairs Report (L. Monje-Paulson)

- Challenges as students return to campus
- Anticipated increase in number of students out of compliance with screening requirement as deadline for uploading COVID-19 booster information nears

Academic Advising Subcommittee Report (M. Shott)

- AAS provided feedback on SAC's proposed Orientation learning outcomes; suggested language change for LO#2: replace "undeclared advisor" with "professional advisor" or something similar
- AAS discussed adding areas of

interest for undeclared incoming students

ATI Report (S. Ayala)

- Claudia Luke visited and discussed outdoor instructional spaces on campus; accessibility issues raised
- Creative Services updating campus map to indicate accessible features
- IT Help Desk short-staffed
- DSS reported on continuing hi-flex format on classes, but resources present challenges

Other reports postponed to next meeting due to time constraints.

Business Item #1: Develop Recommendations for Orientation Outcomes (A. Nagase, TC: 10:45 a.m.) • Ayumi reported on progress of Academic Advising Subcommittee in developing student learning outcomes for orientation

- Discussed 4 specific student learning outcomes drafted by AAS (see AAS document); edits made on the AAS draft

Business Item #2: Updates from Orientation Steering Committee (Michael Balasek, Gerald Jones, Alvin Nguyen, and Stacey Bosick; TC: 11:15 a.m.)

- Proposed orientation model:
 - Seawolf Pre-Orientation Program (POP) on Seawolf Decision Day on April 23
 - Transfer orientation planned for May 12 and 13; requesting faculty participation from 1:30 p.m. to 5:30 p.m.
 - First-year Orientation planned for June 20-July 22 as hour-long, one-on-one, virtual registration/advising sessions with faculty or professional academic advisor; requesting faculty participation (specifically, department chairs)
 - Welcome Week planned for August 16-19
- Discussed need to provide faculty with strategies and suggestions for engaging students and making them feel connected during the virtual advising sessions in June/July. Some initial ideas:
 - Talk about the major and FLCs
 - Ask students about themselves, how they landed at SSU, what they're interested in, what they're looking forward to, etc.
 - Share information about Welcome Week
 - Provide statistics or other information about SSU and who we are

Business Items #3 and #4 postponed due to time constraints.

Meeting adjourned 11:50 am.

Changes proposed in large italics

Proposed change to the **Class Attendance** policy (in the SSU Catalog) to include undocumented student status:

Class attendance is an important part of a student's university experience. However, there are legitimate reasons for missing class, such as illness, accidents, death of a close family member, jury duty, religious observance, *issues related to immigration and residency status*, or representing the University at officially approved University activities.

Students should be cautioned that even though absences may be for legitimate reasons, such absences can impair performance and result in a lower grade. Faculty have primary authority for setting class attendance policy according to discipline standards. There are class activities, such as labs, assignments and discussions that cannot reasonably be made up.

When students are absent from classes, it is their responsibility to provide the instructor with due notice and documentation when possible, and to inform the instructor of the reason for absence. Students are also responsible for requesting, in a timely manner, to make up missed assignments and class work if these are reasonably able to be provided.

Instructors are responsible for providing a clear statement on the course outline about the impact of attendance on students' grades. For students who have missed classes for legitimate reasons, instructors are also responsible for providing an opportunity to complete make-up work or grade substitution, if the instructor determines that such is reasonably able to be provided.

Note: Undocumented students may be randomly detained have mandatory immigration appointments, which may require being absent from class the campus for some time. In consultation with the student or a representative, faculty will determine if such absences can be accommodated.