

## **Student Affairs Committee**

12/17/08 Sue Jameson Room

**Present:** K. Thompson, L. Vega, M. Olson, J. Mahdavi, T. Hammond, M. Ghannadan

**Absent:** M. Buckley, D. Girman, 2 vacant spots, Library and A&H

**Proxies:** None

**Guests:** D. Grant and L. Holmstrom

**Agenda:** Approved.

**Minutes:** Nov. 12 minutes approved. Dec. 3 minutes approved.

### **Reports**

Chair's Report (K. Thompson):

- ☐ Last Senate meeting devoted to solving the problem of lack of sections available to students.
- ☐ Sherill Jaffe, A & H member, will be joining SAC in spring.
- ☐ Ideas were offered from the statewide Academic Senate about how to help students graduate.
- ☐ An audit of SSU finances has been conducted. Report is not yet public.
- ☐ Discussion on Center for Culture, Gender, and Sexuality was discussed.
- ☐ SETEs: FSAC is being asked to look at adding department or university averages onto each faculty member's results for comparison purposes.
- ☐ Job Fair Code of Conduct—position statement from Academic Freedom Subcommittee. SAC voted to endorse the statement (via subsequent emails).

SAEM Report (M. Olson):

- ☐ SAEM is trying to deal with budget cuts through salary savings (not filling open jobs).
- ☐ Counseling Center positions are open and SAEM is working on filling them. Possibly 2 full-time people are being sought; these are faculty positions.
- ☐ Career counselor has retired; who will do career counseling?
- ☐ CCGS is getting help in different ways from Mack and Philip from Student Union Corp. Also, 3 units of release time are being offered for two faculty members each in the spring to help with the Center.
- ☐ 3 day retreat will be held in January to develop a division strategic plan. Needs to work within the CSU Access to Excellence and the university's strategic plan.

ASI Report (T. Hammond): Absent.

- ☐ Mack shared that AS agreed to make funds available to university from their reserve to mount spring classes (if asked for a loan from SSU).

ACE Report (L. Vega):

- ☐ Bruce Peterson has been promoted to Associate Director of EOP.

- ☐ Ann Greenblatt has retired from the Career Center. The career orientations are now student-run. Ann's responsibilities have been distributed among the advisers.
- ☐ For the Fall 2009 semester, 1400 potential students expressed interest in EOP program. The program can accept approximately 100. The accepted students will be brought in for the summer bridge program.
- ☐ Fall 2009 admissions are requiring a minimum of 2900 index points for local community admissions. The requirements for applicants outside the service area have not been set yet.
- ☐ SSU has received 52 applications from Roseland University Prep students.

#### Liaison Reports:

- ☐ Athletic Council (D. Girman): absent
- ☐ Academic Advising (D. Girman): absent
- ☐ Scholarship Committee (M. Buckley): absent
- ☐ Fee Advisory (M. Buckley): absent

#### Business

1. Rationale for Repairing the Base Related to Academic Advising: KT suggests that, aside from a few typos, it is ready to be sent on to the CRC. MSP: send the document forward.
  
3. Development of questions for after hours services survey: need to develop those 10 questions by our first meeting in Feb.
  - ☐ Would Extended Ed be included?
  - ☐ Is the use of the social security number really necessary?
  - ☐ Email consultation on questions that might be missing from the survey. Email these to Karen. The survey appears to be quite comprehensive.
  
2. Update on Fairness Board: D. Grant and L. Holmstrom:
  - ☐ Board heard 5 cases in fall, and 4 are resolved. (3 grade appeals, 1 plagiarism, 1 student grievance-unresolved.)
  - ☐ Some of the issues have become legalistic. As a result, Fairness Board is developing new policies and more specific guidelines.
    - o Continue deliberations beyond a particular point. If a second meeting needs to be held, can we get the same group together again?
    - o Create steps to resolve disputes.
    - o What to do if there are two cases scheduled for the same day?
    - o One student unhappy not to get to see the faculty member's grade response.
    - o If parties have gone through the informal process, there should be no surprises at the formal meeting.
    - o Where does the process stop if one party is still not happy? Only can appeal if the process wasn't followed correctly.
  - ☐ Assume that all informal steps are followed before case is brought before Fairness Board.

- ❑ Question for SAC: In the policy, added by SAC, allow each party to present 15 minutes verbally. These have turned out to be emotional arguments rather than helpful information, in Laurel's view. Is it necessary to have this 15 minute presentation?
- ❑ About Deadlines: There are published deadlines about filing and about when response is required. We may need a deadline for a final action for a response back to the board that what the board decides will be done. What are the policies related to these deadlines?
- ❑ D. Grant publicly thanked Laurel for her assistance with Fairness Board.
- ❑ Need to invite D. Grant and L. Holmstrom back to SAC in the spring to continue the discussion.

**Meeting adjourned: 11:50 PM**

Minutes respectfully submitted by J. Mahdavi.