

Student Affairs Committee  
Minutes: Wednesday, September 21, 2016

**Attendees:** Beatriz Magallon, Esau Tovar, Jihyeon Cha, Donna Davis-King, Deyna Hearn, Stanley Hecht, Marisol Moreno, Alicia Villalpando, Benny Blaydes, Micca Cao (Student Rep), Adrian Restrepo (Student Rep)

**Excused/Absent:** Denise Kinsella

1. Call to order 1:05 pm
2. Welcome and Introductions
3. **Minutes from May 16, 2016 approved as presented. (1<sup>st</sup>: Esau Tovar; 2<sup>nd</sup>: Alicia Villalpando) vote: unanimous**
4. Review of Scope and Functions
  - a. Bea informed the Committee that as changes are made in Title V or Ed Code, the Committee will review to determine changes to be made to our AR's. Recommendations for the Committee can come from various parts of the College, feedback is expected from Academic Senate and administrators.
  - b. Esau brought up the importance that as a Committee, we need to strive for mutual agreement on any changes put forth, and to the degree possible, work on consensus.
  - c. Bea ended on the note that everybody has the responsibility to take their vote seriously and the majority vote on AR's moves forward to Academic Senate and then if approved, if there is a discrepancy with the District, it will be taken up by the President/ Superintendent and Academic Senate President.
  - d. Alicia mentioned only members of the committee vote, interested parties do not vote.
5. Action Item: Role of Student Representatives
  - a. School policies and regulations affect students and their voices should be heard.
  - b. **Vote to give Student Representatives voting rights was approved. (1<sup>st</sup>: Deyna Hearn; 2<sup>nd</sup>: Marisol Moreno) vote: unanimous**
  - c. There is no proxy voting and a new student member cannot be appointed at the meeting.
  - d. If a student is absent at a meeting, the student forfeits voting rights that day.
6. Goals and Objectives for 2016-2017
  - a. Administrative Regulations Section 4000 Student Services: As an example, Bea cited an issue that came up in an Academic Senate meeting the day prior regarding automatic notification to students and professors when a student is dropped from a class.
  - b. Esau reminded everyone that the Committee's role is to propose amendments, not implementation nor operating procedure. We need to follow up with this suggestion.
7. **AR's For Consideration**
  - a. **4350 Graduation Requirements 12/13:** Esau brought up several points regarding graduation requirements that need to be clarified.
    - i. Ambiguity in receiving course credit for military service. Should there be a limit?
    - ii. Need to integrate language pertaining to auto-awarding.
    - iii. International Baccalaureate program is problematic and doesn't give enough specifics as to what coursework corresponds to amount of credit. It is not much of a problem toward IGETC but makes a difference for AA degrees.
    - iv. Religion courses.
    - v. Non-accredited Institutions: ITT Tech and similar institutions have been stripped of their accreditation. How do we address course credit completed by students? Should we increase the unit limit?
  - b. **4320 Attendance 10/12**
  - c. **4321 Withdrawal from Class 06/12**
  - d. **4314 Credit by Examination 07/11**

- e. **4113 High School Concurrent Enrollment 04/05:** Esau brought up the Chancellor's office release of a 40-plus page legal opinion regarding High School Concurrent Enrollment that affects various areas.
  - i. Currently, students must place into 21A or higher but according to a new law, this might not be appropriate anymore. Donna asked if we enforced prerequisites or advisories because some students may be taking courses that they are not ready for. Not all prerequisites are enforced & the curriculum committee reviews these as courses are created/reviewed.
  - ii. The Committee needs to settle on an age requirement.
  - iii. Congress passed a law requiring children be 13 or older in order to establish online accounts. How does this affect our integration of CCC Apply?
- f. Bea asks if there are other AR's that we should be addressing from List of Regulations.
  - i. **4111.8 Enrollment Priorities 03/06:** Adrian brought up enrollment priority and drafting a policy that makes it clear to students how priority enrollment works. It is currently a mystery to students.
  - ii. **4115 Academic Adjustments for Students with Disabilities 12/01 and 4353 Adjustment of Graduation Requirement for Students with Disabilities 05/06:** Marisol expressed concern that this population is tied to the Equity Project and might be negatively impacted by outdated policy.
  - iii. **4435 Responsible Use of Computer Resources 12/01 :** Deyna asked for help with this AR and Bea volunteered to meet with MIS & interested others to try to revise policy since computer access & labs have changed.
  - iv. Donna noted there are AR's that have remained unchanged for 10 or more years. She suggests breaking off into smaller groups to review these and assess whether updates can be made to these this year: **4343, 4430, 4431, 4446, 4111.1, & 4131**. With only 7 meetings this semester, it will be difficult to address all of them but we can change the date on them to know they've been reviewed. Bea suggests everyone look at the 5 AR's currently on the agenda for next meeting. Any others can be prioritized during semester and addressed with time permitting. We will try to include Ed Code and Title V language for each AR.

v.

**8. Information Item:**

- a. Accreditation Team Visit October 3-6, 2016
  - i. They may stop by our meeting on October 5<sup>th</sup>, please plan to be here on that date. Donna noted that she will be absent that day.

**9. Announcements:**

- a. Meeting dates for Spring 2017 are incorrectly listed as being on Tuesday, please update to Wednesday. If room changes, Bea will inform everyone.
- b. Denise is absent due to recruitment in Sweden. She is the Committee's 3<sup>rd</sup> administrator and one of our voting members.

**10. Meeting Adjourned at 2:40 pm.**

Respectfully submitted by Will Taylor

- 4343 Remedial coursework limitation 12/01**
- 4430 Use of Open Space on Campus by Student Organizations 12/01**
- 4431 Student Dances 12/01**
- 4446 Club Events 12/01**
- 4111.1 Auditing of Courses 12/01**
- 4131 Records Classification and Retention 12/01**