

Student Affairs Committee
Minutes Wednesday, September 20, 2017

Attendees: Beatriz Magallon, Daniel Freeman, Denise Kinsella, Alicia Villalpando, Deyna Hearn, Kayli Weatherford
Donna Davis-King, Benny Blaydes

Excused/Absent: Esau Tovar, Stanley Hecht

1. Call to order 1:08 pm
2. Welcome and Introductions
 - a. Bea thanks the committee for the work they do and introduces a new member: Kayli Weatherford and welcomes back Donna Davis-King.
 - b. The rest of the board also introduces themselves.
3. **Public Comments**
 - a. Benny Blaydes made a public comment about the new legislation being proposed by the state.
 - b. It has been proposed that students should no longer assess for English and Math.
 - c. Similarly to the Cal State University system, there is a proposition that students must complete transfer level English classes within one-year of being committed to a Community College.
4. **Approval of Minutes 9/06/17**
 - a. Denise has an edit to her suggestion: Denise suggests that Board Policies be divided among committee members and reviewed by teams of 2.
 - b. **Motion to approve the Minutes as revised by Alicia Villalpando, 2nd by Denise Kinsella. The committee voted 6 – yes 1 - abstain**
5. **Review of Scope and Functions of Committee**
 - a. Bea said she had good news. She had spoken to Lisa Rose who had spoken to Sherri Lee-Lewiw and was advised that 29 Board Policies should go back to Esau Tovar and Teresita Rodriguez. Bea mentioned she had already emailed Esau Tovar about them not having to be revised by Student Affairs.
 - b. So now there was no need to add Board Policy revisions to Scope & functions. Reviewed with no changes.
 - c. **Motion to leave Scope and Functions as is by Deyna Hearn, 2nd by Donna Davis-King. Voted 7 – yes**
6. **Action Item: Role of Student Representatives**
 - a. There was a discussion whether members should be able to vote if they are not present.
 - i. Deyna raised the point that it is important to be part of the discussion to vote, Donna agreed.
 - ii. Denise stated she would be fine with someone voting if they called in via skype or phone and participated during the entire meeting.
 - iii. Because AR's can take more than one meeting, it would be advisable to be able to call in to vote. However, you would need to participate and could not just phone in to solely vote.
 - b. The suggested language for motion by Stanley was discussed and edited. Denise wanted clarification if students are allowed to vote, but do not count towards quorum. This is how it has been in the past, because it is difficult for students to commit to attend each meeting.
 - i. Denise read her suggested language for the motion before making the motion.
 - ii. **Motion to adopt the following policy by Denise:** Student members who are appointed to the committee shall have voting privileges when present or when participating by telecommunication. Matters brought before the committee will be decided by majority vote of those present. Proxy voting is not permitted for any member, and student members shall not

count towards meeting quorum. Student privileges are consistent with privileges for other appointed members of the committee, with the exception of their status when establishing quorum. **Alicia 2nd Voted 7 - yes**

7. Goals and Objectives

- a. Please find attached a list of AR's of priority.
 - i. Bea is bringing this up again because a few old AR's are being condensed into 1 new AR. For example 5070 was our second priority, but it is also number 7. So the priority list needs to change. This is because the old AR's are being clustered into new AR's.
 - ii. All DSPS will be clustered into 1 AR, as will Associate Students.
 - iii. Bea showed Table of Contents for the 4000 series which shows which AR the old AR is being clustered into. However, there are a couple that do not have a new number assigned to them. Bea has reached out to Lisa Rose and Esau Tovar inquiring as to whether the committee will address only the 5000 series. There are some that are 4000 series that we had on our goals.
 - iv. Deyna is going to be responsible for the new number 5430 (old numbers 4430, 4431, 4432, 4445, 4446,)
 - v. DSPS new number 5140 (Old numbers 4553, 4353.1, 4415, 4111.2, 4345.)
 - vi. The AR's that were not given a priority have now been tied into the new numbers of clusters, thus all AR's will be addressed next meeting. Bea will put these together for the next meeting.

8. AR's for Consideration

- a. AR 4124 (refunds which is now 5030 – Fees) this will be added to the agenda.
 - i. This was finished in May, and went to Academic Senate for first read.
- b. Bea suggests we should go through the entire document for edits
 - i. Suggested edits anywhere where he/she is used, change it to they, the committee discussed how to edit the document while keeping in mind grammar and legal language.
 - ii. Discussion about written notice regarding failure to pay fees. Deyna thought the word provided is confusing as it communicates "I am handing you this notice". Alicia thought we should just change it to "was notified" because the district sometimes notifies students via corsair connect and/or email.
 - iii. Usage of the word "terms" instead of semesters, as this would include short term sessions.
 - iv. Donna asked if students who are detained, other than active military duty, may be considered for refunds. Denise answered that these students may fill out a Petition for Special Consideration.
 - v. There was discussion about whether 10% is how many days/weeks of the term for refunds. In title 5 it states refunds are given in the first two weeks for a long term course, and 10% for short term. There was discussion if terms should be described in weeks or not, because this can vary. Kayli suggested to write the different circumstances in which a refunded would be provided into five bullet points for clarity.
 - vi. Parking fees, students are able to get a reduced parking fee if they are eligible for BOG A & B Alicia brings up how BOG is now known as the California College Promise Grant. Best to include Title 5 language to be clear.
 - vii. Bea will send the edited version to all members, if they have input they should email Bea.

Bea adjourned the meeting: 2:54 pm

Respectfully submitted by Malin Bohman