

Student Affairs Committee
Minutes, Tuesday, September 25, 2012

Attendees: Beatriz Magallon, Jake Smith (Student Rep), Ronnie Felder, Denise Kinsella, Laurie Guglielmo, Michael Tuitasi, Maribel Lopez, Benny Blaydes, Deyna Hearn, Pongsakorn (Bank) Visetthernrakul (Student Rep), Sara Boosheri, Jamar London (visitor), Gail Fukuhara, Alicia Villalpando, Nathalie Laille, Lucy Kluckhohn-Jones

Excused/Absent: Ramin Nematollahi

1. Call to order 2:10
2. Minutes from 05/29/12 approved
 - a. Bea noted that AR 4321 was approved and implemented this summer 2012.
3. Reviewed Scope and Function of Student Affairs Committee Recommended some changes:
 - a. Change "administrative matters" to "administrative regulations".
 - b. Add: The Committee evaluates *and updates* all administrative regulations...
 - c. Change function A: Develops and revises administrative regulations. When these issues are addressed in Title 5 and the California Education Code, ensure that changes are in compliance with relevant guidelines.
4. Goals & Objectives for 2012-2013
 - Admin. Regulations: 4000 Student Services (handout reviewed)
5. AR's for Review & Submission

- AR 4111.2 Classroom Assistance for St's w/Disabilities

Executive committee asked if a student could have a different assistant at every class session, or would it be the same person? How is this assistant being registered? How do we know who the assistant will be?

Nathalie said that most of the time, the personal assistant remains the same throughout the semester. If there is a change, it usually happens only once during the semester. These personal assistants must be registered with DSPS. DSPS provides a form to the student, which the student must provide to the instructor indicating that a specific personal assistant is a registered aide with DSPS, so has permission to be in the classroom.

Other assistants, such as note takers who are provided directly by DSPS, do not have paperwork. They personally identify themselves to the instructor. These people are employed by the college, so there is a record of who they are and where they are working each day.

- AR 4345 Suspension of Services Provided by DSPS

Cleared by Executive Committee to go forward to the Senate. However, they asked if there is a process for appeal process when services to a student are suspended or terminated, and who is involved in the appeal process. Nathalie said she would look into it. We'll wait for her feedback before going forward to the Academic Senate.

- AR 4113 H.S. Concurrent Enrollment

- AR 4110 Residence Regulations

Bea will look for regulatory language regarding this AR to include AB 540 Students. She will edit these ARs and bring back to the committee for a final look.

- AR 4111.8 Enrollment Priorities

The Board of Governors has adopted title 5 regulations to establish system-wide enrollment priorities. These new enrollment priorities will go into effect in Fall 2013, so it will be a priority to review this AR this semester in preparation for notifying students of these changes by Spring 2013.

- AR 4342 Probation and Disqualifications (Alicia will look at this in advance)

Needs to be reviewed because of enrollment priorities.

- AR 4340 Limits for Credit Course Enrollment:

There have been recent changes that make reviewing this AR a priority. There will be limits to repeatability of certain activity classes that may be in effect as soon as Spring 2013.

- AR 4111.4 Mandatory Assessment, Course Placement, and Challenge Procedures
- AR 4344 Students Dismissed from a Program as a Result of Unsafe Performance
- AR 4445 Forming a Club (Deyna and Benny)
- AR 4446 Club Events (Deyna and Benny)
- AR 4412 Honor Code regarding selling seats
- AR 4405 Student Bill of Rights after incidents at UC Davis and SMC
- AR 4350 Graduation Requirements
- AR 4331 Academic Renewal (Alicia and Benny) could impact enrollment priority
- AR 4111.5 Transfers from Other Colleges
- AR 4111.6 Transfer credit from other institutions

Bea mentioned that the Model Syllabus was mentioned in exec as maybe an issue our committee could address. Discussion about how we had so many AR's to review that it would be better to see if the Honor Council can take responsibility for this item.

6. Work Assignments

- a. We discussed that we will prioritize our goals at the next meeting. Smaller groups will take responsibility for doing research and making recommendations for each AR so that we can accomplish more in our meetings.
 - i. Nathalie will make recommendations regarding AR 4111.2 and AR 4345
 - ii. Alicia and Benny will make recommendations re: AR 4331 and AR 4342

7. Next Meeting Review

- a. Will review where we are with the ARs that we revised last semester
- b. Will prioritize goals for this semester.

8. Meeting Adjourned at 3:25 pm.

Respectfully submitted by: Denise Kinsella