

Student Affairs Committee  
Minutes: Wednesday, March 28, 2018

**Attendees:** Beatriz Magallon, Arthur M. Sanchez (Student Rep), Denise Kinsella, Alicia Villalpando, Daniel Freeman, Donna Davis-King, Stanley Hecht, Kayli Weatherford, Interested Parties: Jorge Sandoval (Student)

**Excused/Absent:** Esau Tovar, Mike Tuitasi, Francisco Munoz (Student Rep)

Call to order 1:05 pm

1. **Public Comments:** None
2. **Approval of 3/14/18 Minutes, Motion to approve by Donna, 2<sup>nd</sup> by Alicia, 6 – Yes (unanimous).**
3. **Update on AR 4113 H.S. Concurrent Enrollment & AR 5440 Dual Enrollment (AR (5011))**
  - a) Academic Senate tabled this for the next meeting as Bea was unable to attend and present the AR. Since there were no questions for the first read, Bea does not expect any issues with the second read.
  - b) *AR 4111.8 (5055) Enrollment Priorities* has moved forward after the second read for signatures.
4. **AR 5070 Attendance**
  - a) Denise suggested because mProfessor could change, it would be better to call it "District's Student Information System" as the executive committee suggested.
  - b) Bea asked if positive attendance rosters should be defined. Denise suggested to leave it undefined.
    - i. Discussion regarding differentiation between positive attendance rosters, non-credit, emeritus, and credit courses. The committee decided to label one paragraph with "Credit courses", and one paragraph with "Positive Attendance courses".
    - ii. Further discussion resulted in changing the label to "Courses Designated as Positive Attendance".
  - c) Executive Committee wanted to know if SMC needs to know of a student's attendance record. Financial aid asks whether students fail due to non-attendance, or due to not completing the work.
    - i. Non-attendance means the student stopped attending before the 60<sup>th</sup> percentile. However, if they attended after the 60<sup>th</sup> percentile, they cannot receive an F due to non-attendance. If they received F's in all classes, as long as one faculty member verifies why that F was given this would be enough for financial aid to make a determination regarding repayment of funds.
    - ii. The committee discussed and agreed this is not equitable. For instance a student could have F's in all classes, however the reason to all F's could be different. A student could have received 3 out of 4 F's due to poor performance. However, if financial aid receives verification that the 4<sup>th</sup> class/F was due to non-attendance the student would be held liable for financial aid received for all 4 classes.
    - iii. Bea clarified that for financial aid purposes they strictly want to know what students stopped attending all courses which would require them to repay financial aid. Bea further commented that if students stopped coming to class, they really should have been dropped by faculty for non-attendance.
    - iv. Donna suggested to copy Esau's email definition of poor performance and non-attendance.
    - v. Financial Aid policy is 60% of term, Late Withdrawal is at 75%, so these deadlines are different.
    - vi. Donna raised the concern that financial aid does not pose the question clearly to faculty. Financial aid solely asks did the student fail due to non-attendance or poor performance. There is no mention of the 60<sup>th</sup> percentile, Kayli agreed this is unclear.

- d) The committee agreed on removing two paragraphs regarding wait list and EW.
  - e) Discussion on whether or not to include language regarding court dates, jury duty, and customs as absences that require accommodations. The committee decided it would be best to have a broader statement regarding personal necessities, this would be accommodated at the discretion of the instructor.
  - f) Stan suggested to edit language to "Reinstatement of Course Enrollment".
  - g) Discussion on open classes that student can add/drop until the second day. Bea suggested to request data from Esau about how many classes are actually affected by this.
5. **Announcements: (None)**
6. **Meeting Adjourned 3:12 pm**

Respectfully Submitted by Malin Bohman