

# Santa Monica College Student Affairs Committee

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## Meeting Minutes

**Date & Time:** Wednesday, May 27, 2020  
**Location:** Zoom Session  
**Chairs:** Beatriz Magallon (Chair), Esau Tovar (Vice Chair)  
**Attendees:** Tom Peters, Mike Tuitasi, Alicia Villalpando, Catherine Weir, Summer Le: Student Rep, Hope Ullman: Student Rep  
**Guests:** Isaac Rodriguez Lupercio: Student Life, Benny Blaydes: Student Life  
**Excused/Absent:** Bridgette Robinson

### I. Call to Order: 12:01 PM

### II. Public Comments:

- a. Malin Bohman will return as Recording Secretary for Fall 2020.
- b. Tom Peters is retiring, and this will be his final Student Affairs Committee meeting.

### III. Approval of Minutes:

- a. May 13, 2020

***Motion to approve Minutes as is, Esau moved, Alicia seconded, (8) Yes at 12:10 PM.***

### IV. Updates & Old Business:

- a. AR 5040 Student Records, Directory Info & Privacy
  - i. Bea presented this AR to Academic Senate.
  - ii. Academic Senate had no questions for this AR.
- b. AR 5040.2 Transcripts or Verification of Student Records
  - i. Bea presented this AR to Academic Senate.
  - ii. Academic Senate had no questions for this AR.
- c. AR 5040.3 Use of Social Security Numbers
  - i. Bea presented this AR to Academic Senate.
  - ii. Bea answered some of Academic Senate's questions regarding use of Social Security numbers.
- d. AR 5040.4 Types, Locations & Custodians of Educ Records
  - i. Bea presented this AR to Academic Senate.
  - ii. Bea noted that many records are kept on a permanent basis, and asked if the College could dispose of some records that it is currently keeping on a permanent basis. Esau responded that some records are scanned using an imaging system, and these records are not expunged.

- iii. Academic Senate questioned if AB 540 exception forms could be discarded as soon as the College uses them. Esau responded that AB 540 exception forms are permanent records.
- e. AR 5045 St Records: Challenging Content & Access Log
  - i. Bea presented this AR to Academic Senate.
  - ii. Academic Senate questioned if there was a statute of limitations for students to challenge a record. Bea answered that she did not think there was. Esau confirmed that there is not a statute of limitations.

## V. New Business:

- a. AR 5425 Enrollment & Scholarship Standards for St Govt
  - i. Section 2, paragraph a.
    - a) Isaac recommended including the minimum requirements for elected terms of A.S. Board Directors. Committee added language to read *during their term in office or the semester of their election*.
    - b) Isaac shared that most Board members preferred to keep the requirement at eight units.
    - c) Committee to discuss unit requirements after reviewing the rest of this AR.
  - ii. Bea noted that there are discrepancies in eligibility requirements regarding Pass/No Pass courses between of A.S. Board Directors and Commissioners. Bea asked if it mattered if a student takes courses for a grade. Esau responded students must have passing units. Benny agreed with Bea's clarification that Commissioners passing five units with a 2.0 GPA prior to taking a course Pass/No Pass will maintain eligibility. Mike commented that the guidelines for these positions differ because the positions have different levels of commitment. Bea responded that the students are still able to take classes Pass/No Pass, and students are still required to have a 2.0 GPA.
  - iii. Section 3, paragraph a
    - a) Isaac confirmed the ICC Chairperson and the ICC Vice Chairperson are two different positions. Committee added a comma between ICC Chairperson and ICC Vice Chairperson to separate the positions.
    - b) Committee abbreviated ICC throughout this AR.
    - c) Subparagraph i.
      - i) Bea questioned if Board of Directors position terms should be limited to one year or one term. Committee added language to read no more than *the academic year for the position*. Benny recommended against including *elected* because the member may have been appointed.
      - ii) Committee modified language to read for more than *a total of two academic years*.
    - d) Subparagraph ii.
      - i) Benny clarified that a student who serves on the ICC one year may serve for two years on the Board of Directors for a total of three years. Isaac added that students serving on the

ICC are elected by club representatives. Summer added that serving in an ICC position does not count toward the Board of Directors' two-year limit. Isaac noted that subparagraph i does not speak to serving on the ICC. Esau recommended renumbering subparagraphs i and ii to paragraphs b and c and removing the ICC from paragraph a.

- ii) Isaac confirmed that all of the ICC positions are elected by club representatives and Associated Students Board of Directors are elected by students at-large.
  - iii) Isaac noted that the A.S. Constitution includes ICC members on the A.S. Board of Directors. Esau recommended borrowing the language used in the A.S. Constitution to replace paragraph a and its subparagraphs i and ii. A.S. Constitution reads *No person can serve on the A.S. Board for more than (2) years total, regardless of position. a. The only exception is in the case of a person who serves a term as an I.C.C. Officer. This person may serve two (2) additional terms as an elected A.S. Board member.* Isaac recommended adding language to read *elected or appointed*. Benny recommended keeping the language that restricts the time allowed to serve on the ICC and the A.S. Board of Directors to three years total.
  - iv) Because subparagraph ii also applies to Student Trustee found in paragraph c, Isaac recommended using this language to create a new paragraph d.
  - vi) Bea recommended moving paragraph c to section 2 paragraph b as subparagraph ii. Isaac noted that section 3 refers to office terms and limitations. Esau added that section 2 only refers to Student Trustee. Per Isaac's recommendation, Committee eliminated repetitive first sentence from paragraph c and changed *term year* to *academic year*.
  - vii) Isaac and Benny confirmed that the three-year limit also applies to the Student Trustee.
- iv. Section 5. Based on Esau's recommendation, Committee changed Board Policy 5500 to Administrative Regulation 4410.
- a) Paragraph a. Benny confirmed that it is implied that a student is enrolled in six units.
  - b) Paragraph b.
    - i) Esau confirmed that AR 2510 is the general policy, and AR 2513 delineates A.S. involvement in decision-making, but AR 2510 does make reference to AR 2513.
    - ii) Bea noted that paragraph a's language *at the time of appointment and throughout the term of service* is not included in paragraph b. Isaac responded that he prefers to keep the language from paragraph a. Committee added the language to paragraph b for consistency.
  - c) Paragraph c.
    - i) Committee added the language from paragraph a to paragraph c for consistency.
    - ii) Subparagraph i. Per Benny's recommendation, Committee changed maximum number of years an officer may serve on a student club from *one year* to *two years*. Benny explained that this provides flexibility to smaller clubs.
    - iii) Subparagraph ii. Isaac responded to Bea that number of years students serve as club officers is recorded. Benny noted that this subparagraph is important because it makes students move on and provides other students with the opportunity to serve.

v. Discussion on unit requirements

- a) Isaac explained the difference in responsibilities between directors and commissioners, emphasizing that commissioners tend to assist directors with their duties. Benny added that commissioners are interviewed by directors. Bea noted that directors have greater responsibility and yet are expected to complete more units than commissioners. Bea added that the law says any part time student with five or more units should be able to be a leader in a college and asked why the College is limiting students by requiring completion of eight units. Benny provided the example that club members are only required to be enrolled in one unit, but club officers are required to be enrolled in six units. Catherine added that students enrolled in more units have a wider representation of the student experience. Bea noted that there should be a rationale for the College's decision to be more restrictive than required. Mike responded that the eight-unit requirement was a compromise after reviewing student leadership requirements while also considering that President's Ambassadors and student athletes require full-time enrollment. Bea noted that these comparisons are not the same.
- b) Bea recommended this topic be reviewed by ICC. Mike agreed it would be a good topic for the A.S. Board's next town hall discussion. Benny agreed and Isaac added that it will not occur until the fall semester. Summer and Hope agreed that it would be a good topic for ICC to review.
- c) Benny, Isaac, Mike, Tom, Esau, and Catherine voted to keep unit minimums for A.S. Board of Directors at eight units. Hope, Summer, and Alicia voted to change unit minimums for A.S. Board of Directors to six units.

***The Committee will submit this AR to Associated Students for review.***

b. AR 5430 Formation of Student Clubs

- i. Academic Senate is interested in survey results regarding faculty interest in serving as co-advisors.
- ii. Isaac and Bea plan to meet to discuss details of the survey.
- iii. Bea reminded the Committee that it was decided in the review of AR 3900 that the Committee would add language regarding dues and donations into the AR for Formation of Student Clubs. Benny commented that the Committee discussed extending an invitation to AGS membership to review this topic with the Committee. Bea responded that this is in reference to not requiring students to pay club membership fees, which are separate from honor society membership fees. Esau reminded the Committee that local PTK keeps a portion of the dues that are collected. Esau commented that he favors donations to clubs but takes issue with the informal methods of fee collection. Esau confirmed that fees cannot be a condition of participation in a club. Summer responded that students are allowed to participate without paying fees but do not receive benefits.
- iv. Bea asked if the Committee wanted to remove paragraph M regarding dues or donations. Hope suggested keeping this paragraph as a reference source for students that cannot pay dues or provide donations. Esau responded that the language is general enough to not prohibit donations.

***Motion to approve AR 5430 as revised, Alicia moved, (8) Yes at 1:46 PM. This AR will be reviewed by Isaac Rodriguez Lupercio and will not move forward to Academic Senate.***

- c. AR 5050 Student Success & Support Program
  - i. Bea explained that this AR is lengthy and recommended not reviewing it until the fall. Bea noted that the League provided a template of legally required language, and parts of this AR have changed due to AB 705.

***The Committee did not review this AR.***

- d. AR 5040.1
  - i. Bea submitted this AR to people that work with undocumented students for feedback. Esau responded that the Committee must also consult with legal counsel. Esau clarified that the dispute is with how the legally required language is phrased. Esau confirmed that the League is comprised of College Trustees, and the District pays for their service.
  - ii. Bea explained that Committee's practice is to review the legally required red text and remove what is duplicated, include what is missing, and review the addition of discrepancies. Esau noted that some of the red text is not required by law and added that other ARs address a lot of the red text. Bea noted she tried to not duplicate what was already in AR 5017.

## **VI. Announcements:**

- a. Next meeting in the fall will bring a change in membership. Bea gave congratulations.
  - i. Summer is transferring to UCLA.
  - ii. Tom is retiring.
- b. Bea thanked everyone for their contributions to the Committee. She also thanked Nick for his outstanding minutes and noted he will be missed and wished him well. Malin will take minutes next year and Bea welcomed her back to the committee.
- c. Esau shared that Summer is graduating from SMC and has been selected for Graduating Student Profiles.
- d. Esau shared that the Graduation Ceremony date is June 26.
- e. Hope shared that she is interested in participating on the Committee next fall.

## **VII. Adjournment: 2:01 PM**

**For all documents, visit:** <http://www.smc.edu/ACG/AcademicSenate/Committees/Pages/Student-Affairs.aspx>  
**Next scheduled meeting:** Fall 2020

Respectfully Submitted by Nicholas Chambers