

Meeting Minutes  
Academic Support Standing Subcommittee  
March 27, 2008  
3:30-5:00 p.m.  
Counseling Conference Room, W2-3E

---

**Delegates Present:** Sandra Gonzalez-Torres (co-chair), Betsy McCoubrey, Margaret Stephens, Alison Tasch, Susan Tobia

**Alternates Present:** Diane Freedman, Anna Hargrove (serving for delegate Bronwynne Rhode), Carmen Serrano

\*\*\*\*\*

The meeting was convened by Sandra Gonzalez-Torres, co-chair.

## **Agenda Items and Responses**

### **#1 Minutes from February 28th Meeting**

There were no amendments. Susan Tobia moved to accept the minutes submitted by Fran DiRosa and Betsy McCoubrey seconded the motion. The minutes were unanimously accepted.

### **#2 Time Amnesty Rationale**

A few grammatical corrections were made. The revised rationale, which had already been voted on at a previous meeting, will be forwarded to IWC.

### **#3 SGA Proposal on Extension of Support Services**

Gina MacKenzie consulted with Dean Thompson concerning the student survey developed by members of the standing committee to assess usage of academic computing, library and learning lab services in response to the SGA proposal. Dean Thompson's response was that it was not the purview of the committee to collect the information; rather the committee should vote to accept or deny the proposal presented or ask for further information.

Sandra suggested that this is more of an operational issue, not policy; the proposal could be sent to Dr. Gay and Mr. DiBlasi. Anna Hargrove responded that SGA had already sent the proposal to Mr. BiBlasi; she feels SGA is getting the runaround.

Alison Tasch offered that there is past precedent for dealing with such issues. The institution of the plastic ID cards was brought to the standing committee. She asked whether the College has a policy of equal access to services. Margaret Stephens stated that the proposal has been put on the table and it is the committee's role to respond to it. If the committee thinks the issue is important, it can take on a facilitating role.

Anna voiced the concern that each year students have been raising the service access issue and nobody seems to want to deal with it. She spoke specifically of services at the West Regional Center which she stated were not comparable with services in the rest of the College. Susan offered to share the survey already developed, and it was suggested that Anna work with David Watters to conduct a modified student survey to be administered online and in person. The survey results would provide additional information to the original proposal which could be resubmitted to the committee.

#### **#4 Plagiarism/Student Code**

Before addressing these topics, Sandra suggested that we think about placing them on the agenda for next year as both are large issues and the committee only has 1 meeting left for 07-08. It was noted that when new committees are formed, some members should request to stay on the same committee so that the discussion does not have to start from scratch each year. Margaret suggested that we might want to recommend that the issue of continuity be included in standing committee guidelines – perhaps at least one member from each group (administration, faculty, students) should remain on the committees. Issues take a long time to get resolved when members change yearly.

It was suggested that 2 or 3 current members come up with a plagiarism policy aside from the student code. Alison, Betsy and Sandra agreed to meet (Marline Paramour and Todd Jones are also part of the plagiarism sub-group). Sandra will e-mail the group to establish a common meeting time.

#### **#5 Add Policy**

The data submitted by Debbie Allen was examined prior to the meeting and was found to be inconclusive. Diane Freedman wondered if it made sense to do a survey of the faculty as planned. Perhaps we should look at the current practice as stated in the course listing and propose a policy. This is about instructional integrity for faculty and academic integrity for the student. We may want to ask faculty, “Do you know what the policy is? What do you think it is?” Faculty do get notice at the beginning of each semester. Perhaps the policy could offer more latitude to faculty. The subcommittee members (Alison, Diane and Ardencie Hall-Karambé) will discuss.

Betsy called for a motion to adjourn which was seconded by Sandra and accepted by all. The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Susan Tobia  
4/14//08