

# Community College *of* Philadelphia

1700 Spring Garden Street  
Philadelphia, PA 19130

**Student Affairs Standing Committee  
MEETING MINUTES  
September 24, 2014  
3:30 p.m.**

**Committee Members Present:**

Administrative Appointees

- Larry Arrington
- Claudia Curry
- David Greene

Federation Appointees

- Junior Brainard

Student Appointees

- Kiana Butler
- John David

**Alternates and Delegates Present:**

Administrative Appointees

- Nikki Sarpolis

Faculty Appointees

- Jean Byrd

Student Appointees

- None

**Guests Present:** None

**I. Welcome and Call to Order – 3:33 p.m.**

**II. Approval of Minutes –** Approved minutes from April 23.

**III. Selection of Chair and Secretary**

David Greene was selected as chair; Nikki Sarpolis was selected as secretary.

**IV. Old Business**

**Student Appeals Process**

Last semester, a separate committee was going to be assembled in order to answer questions about the Appeals Process. This review committee would look into the following questions:

- what is the appropriate role of the (original) complainant?
- what/how much information is complainant entitled to?
- when are they informed?

As for other College policies, the Academic Integrity appeals process now goes to the academic side, and grade appeals can still go to department chairs. Grade appeals process: student goes to professor; if not resolved, to department chair; if not resolved, to dean of students and chair of the Appeals committee. The committee reviews evidence. Some cases are denied for a review hearing. A student can then go to the College president. For grade appeals – even if a committee thinks a grade should be changed, the faculty member doesn't have to change it. If a faculty member refuses to change a grade, the student can appeal to have a class removed from their record.

Law will direct some of our processes in the Appeals process to change.

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Faculty are not clear on certain steps in the Appeals processes. If a faculty member claims a student violates the Academic Integrity policy, the case goes to a hearing, and if the student is found guilty, how much and when does the faculty know about what is happening with this process? Do they know when an appeal is even filed by the student?

Members of the group would also like to also define who/what are interested parties. Are they invited to the Appeals process? Can they be invited? Are they updated about the process?

As the Appeals process is now, complainants are usually invited to the appeals hearing and are notified when the hearing will take place.

A Student Affairs Subcommittee would like to generate ideas and discussion about the policy. The Student Affairs committee approved a motion to review the Student Appeals process in its entirety. A subcommittee chair was chosen to lead the task.

## **V. New Business**

No new business.

## **VI. Adjournment**

The meeting was adjourned at 4:02 p.m.