

Community College *of* Philadelphia

1700 Spring Garden Street
Philadelphia, PA 19130

**Student Affairs Standing Committee
MEETING MINUTES
March 28, 2018
3:30 p.m.**

Delegates and Alternates Present:

Administrative Appointees:

- Claudia Curry
- Andrenna Gibson
- Sandy Harrill
- Nikki Sarpolis

Federation Appointees:

- Alexine Fleck
- Elisa McCool
- Megan Rizzo
- Maureen Rush-Bogutz

Student Appointees

- Troy A. Bundy

I. Welcome and Call to Order – 3:38 p.m.

I. Approval of Minutes

February minutes are approved with edits.

II. Old Business

Student Code of Conduct

Sandy will send out documents with latest changes. Give to Dean Asencio for review. He has been invited to the group's remaining meetings. Do we give suggestions, or will he provide edits? A collaborative process is preferred. There has been one formal hearing in the past few months, and issues have been handled informally.

The group would like to update the dean about our discussions involving the code and Academic Integrity. Sandy, Megan and Elisa will schedule a meeting. Topics will include edits to the Code and allowing classified employees to serve on committees/judicial hearings. This discussion will also involve the Union on how to handle time off for meetings, and they could recommend individuals. There is training for all individuals who serve on the judicial committee. Maureen will call colleagues at other colleges or check their websites to see how they chose or appoint employees to committees/hearings.

Elisa will be trying to start the AI committee again in the English department. Some faculty still have questions if the FYI in Maxient can be used for AI, not just behavioral issues. Would there eventually be a separate form for AI issues? Faculty should also know that one FYI does not necessarily result in a formal complaint, but a few FYIs concerning the same student and issue could move to a formal complaint.

III. New Business

Plagiarism increases in April, with the stress of finals and the end of the semester, so how can the College help support students better and decrease this trend?

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Student Life may be evaluating if they will continue to print the Student Handbook. If the document is online, only, we can make changes suitable for web copy.

Lactation room – working on rationale statement, then the proposal will go to Dean Asencio and then to Vice President Hirsch. The proposal will make its way to this or another committee regarding a policy.

To avoid issues or obstruction of teaching formal complaints, should there be a video about what not to do in the classroom? What about a mock hearing video? They are trying to move orientation online, so video content makes sense.

IV. Adjournment

The meeting was adjourned at 4:24 p.m.