

# Community College *of* Philadelphia

**MEETING MINUTES**  
**Student Affairs Standing Committee**  
**November 16, 2011**  
**3:30 p.m.**  
**Community College of Philadelphia**  
**1700 Spring Garden Street**  
**Philadelphia, PA 19130**

**Committee Members Present:**

Ellie Cunningham, Claudia Curry, Nicole Duncan-Kinard, Marge Niven, Don Weinberg

**Alternates and Delegates Present:**

Nikki Sarpolis

**Guests Present:** None

**I. Approval of Minutes:** We did not have a quorum, so we could not approve the minutes from Oct. 16.

**II. New Business**

**Discussion:** The group discussed a proposed process for the Student Code of Conduct to meet the needs of the following: complainant, mission of the College, student, other students affected by the matter.

**Informal** - Obstruction of teaching – matter handled by faculty member. If not resolved, goes to department chair. If not resolved, to academic dean. They should have the power to suspend a student. Student appeals would be handled by the vice president of Student Affairs. If still not resolved, the matter moves to the formal process. The incident would be recorded in Maxient, even if the matter is resolved between student and faculty member.

**Formal** – matter goes to a judicial hearing committee instead of just dean of Students. Members would include faculty (including counselors/advisors), staff (academic affairs, student affairs, administrators) and a student. Everyone would serve three semesters, and students would rotate out as necessary. Only one member would rotate out at a time, making sure experienced members are present. There would need to be members on reserve – 3, 4 or 6? How many suspensions would mean expulsion?

**Crisis** – Crisis committee should be formed. This group would consist of a counselor/mental health expert, and members with legal knowledge and security

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knowledge. This group would need members on reserve as well. Members of the group would be able to immediately suspend a student. Appeals would go to the vice president of Student Affairs.

As a reminder: revisions to the Student Code need to be passed by March.

### **III. Adjournment**

The meeting was adjourned at 4:35 p.m.