

Community College *of* Philadelphia

1700 Spring Garden Street
Philadelphia, PA 19130

Student Affairs Standing Committee
MEETING MINUTES
November 28, 2012
3:30 p.m.

Committee Members Present:

Administrative Appointees

- Claudia Curry
- David Greene
- Ronald Jackson

Federation Appointees

- Junior Brainard
- Ellie Cunningham
- Jaime Gusrang
- Joel Tannenbaum

Student Appointees

- Devon Hamwright

Alternates and Delegates Present:

Administrative Appointees

- Nikki Sarpolis

Faculty Appointees

- None

Student Appointees

- None

Guests Present: None

I. Call to Order – 3:35 p.m.

II. Approval of Minutes – 9-26-12, 10-24-12

The minutes were unanimously approved.

III. Old Business

a. Revised Preamble to Student Code of Conduct

The revised version will appear in the reworked Student Handbook. The Handbook is being revised to better meet Middle State standards and requirements. The preamble will be shared with the group when completed.

b. Policy and Procedure #5 – Attendance, Withdrawals and Grade Reporting

A committee member that was going to discuss a similar policy at his previous community college was unable to attend. We will discuss at the January 2013 meeting.

Discussion of the Policy: Nov. 19 was the last day for students to drop classes. Many faculty do not know that for approximately a week after this date, they are able to drop students—but this should only be for nonattendance. Some students have asked faculty members to drop them after this date, but this should not be used as a tactic for a student to avoid a failing grade. With financial aid changes, an F is a bit better than dropping a class in certain situations. Since students need to show academic progress in order to be eligible for financial aid, part-time students especially need to be careful when dropping a class, since they may lose their eligibility for financial aid. A W (withdrawal) goes against academic progress but does not affect GPA. One member expressed a previous meeting where faculty discussed grading upon established policies, not based on trying to determine if an F or W is better for students.

c. Communicating Policies to Students

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The Student Handbook is being revised, and the next edition will include the form to file a complaint against another student. The process for a student to file a complaint against a faculty member or staff member will be included in the Handbook.

IV. New Business

a. Campus Safety and Security

Our guest speaker in this topic was unable to attend the meeting. The guest will be rescheduled for another meeting.

A new crosswalk is being created by the Bonnell Building, which will also prevent cars from parking closely to the crosswalk. This should help increase safety for individuals who cross the street at this location.

b. Additional Topics

- The Student Government Administration (SGA) wants to amend their constitution. Revisions must be reviewed by the Student Affairs Standing Committee.

- An email will be sent tomorrow (11/29/12) notifying students that the minimum balance required to qualify for the College's Tuition Payment Plan for the spring 2013 term has been reduced to \$540. This effort is designed to help students persist at the College.

- Classes will be held Dec. 5 and 7 to make up for the days the College closed due to Hurricane Sandy. Since this will conflict with some student schedules, faculty will have to decide to count absences against students or not.

- A member brought up the fact that according to financial aid guidelines, a D represents academic progress. At the College, students taking English 101 and Math 118 cannot move on to English 102 or Math 137, etc. unless they achieve a C or better. This issue will be passed on to the Academic Affairs Standing Committee.

V. Adjournment

The meeting was adjourned at 4:00 p.m.