

# Community College *of* Philadelphia

1700 Spring Garden Street  
Philadelphia, PA 19130

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

**Delegates and Alternates Present:**

**Administrative Appointees:**

- Sandy Harrill
- Nikki Sarpolis
- Lynne Sutherland

**Federation Appointees:**

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

**Student Appointees**

- Troy A. Bundy
- Aaron Hill

Guest: David Asencio, Dean of Students

**I. Welcome and Call to Order – 3:37 p.m.**

**I. Approval of Minutes**

January minutes are approved with edits.

**II. Old Business**

**Student Code of Conduct**

Differences/edits/questions in the updated document:

- font change and increase
- Article II, Judicial Authority – for print version, do we create an appendix or list a link; link in the web version
- Proscribed conduct – In addition to following federal and state laws, students must also follow College procedures – could this list be an appendix or list link; link in the web version. Moved Disciplinary Matters here, and list informal procedures first, not at the end
- Make a link to the Behavioral Reporting Form on the web version
- Abuse of the College's Judicial System – Can this go with the proscribed conduct list, or leave under the Judicial section?
- Appeals for Final Grades – Withdrawal section – made process into steps for easier comprehension. This concerns students' rights, but would it make more sense for this to be under Academic Integrity Appeals? Would individuals look under Appeals as a whole, and should all types of appeals be left here, or should each appeal be under the related section? Do we refer to it in both places? We can link twice in the web version. The Grade Appeal also has to do with unfair withdrawal. Should this be made into a separate section? Students' Right?

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## **III. New Business**

### **Discussion with Dean Asencio**

With a new dean, some of the Student Code may change. It is to be determined if a behavioral intervention group will be started again, and decide what the group should handle. The dean has experience developing an intervention group, establishing hubs of communication around the institution would that will inform others about issues, etc. in regular meetings. Also, what would this look like at the Regional Centers? Each of them would need a team. Student names/issues would surface during the meetings, and the team would discuss how to handle the incidents, in a timely manner. A counselor or the dean would decide who at the College would handle the student further. This was used as a safety net and not necessarily part of the code of conduct. Some issues would arise because of Maxient reports, some are repeated behaviors and some arise out of the meeting conversations. Dean Asencio is used to dealing with most issues informally with students and wanting them to have a learning experience, not just have it be a punitive action. This is different than a threat assessment team.

Also, at his last institution, they did not use “accused or alleged,” they used the term “referred student.”

Dean Asencio will draft a plan and share with the College community.

## **IV. Adjournment**

The meeting was adjourned at 4:57 p.m.