

# Community College of Philadelphia

1700 Spring Garden Street  
Philadelphia, PA 19130

## Student Affairs Standing Committee **MEETING MINUTES**

Wednesday, September 26, 2018 - Minutes  
3:30 p.m.

### **Delegates and Alternates Present:**

#### Administrative Appointees:

- David Asencio
- Cindy Blackston-LeGree
- Claudia Curry
- Andrenna Gibson
- Sandy Harrill
- Nikki Sarpolis
- Ayanna Washington

#### Federation Appointees:

- Edith Birnbaum
- Sarah Byker-James
- Latoya Langston
- Megan Rizzo
- Si Yoo

#### Student Appointees

- Aaron Abeyta
- Jada Erwin
- Michael Luna
- Aaron Price
- Genesis Vargas
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### **I. Welcome and Call to Order – 3:30 p.m.**

The meeting was called to order by Dean David Asencio followed by introduction of Committee members. Sandy, Megan and Claudia provided a brief overview of the activities of the 2017/2018 Committee.

### **II. Approval of Minutes – April 25, 2018**

Claudia motioned and Sandy seconded the approval of the April minutes. Motion carried.

### **III. Nominations/Elections**

It was motioned by Andrenna and seconded by Sandy that David serve as Chair,  
Nikki as Co-Chair and Claudia as Recorder. Motion carried.

### **IV. Old Business**

David noted that the student code of conduct includes a term that has negative connotations. The Committee should consider using an alternate word. For example,

the word “accused” could be changed to “referred”. He added that CCP should be viewed as a learning laboratory. Those present were comfortable with the term “referred”. David will consider another word for discussion at the October Committee meeting. He will also review it with the Judicial Hearing Committee. It was motioned by Ayanna and seconded by Aaron that we move away from the term “accused” to “referred”. Motion carried.

The term “complainant” remains; the definition of “referred” can be included as an addendum to the Student Code of Conduct.

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## V. New Business

1. The Dean’s office has created the brochure, “*How to Handle Disruptive Students*”. It will be placed on the agenda for review at the October meeting. It is near completion and requires this Committee’s input in order to move it forward.

There should be a focus on how best to address behavioral issues to make the College community stronger and how to keep students in school. Committee members were in agreement with this.

2. Update language for the grade appeal process. Is it complete? Sandy mentioned that she condensed the policy, but the Committee did not make any changes. Sandy, David and Appeals Committee Chair Danyelle Watson-Young reviewed the language during the summer and surmised that it is “very wordy”. The appeal process should be more transparent for students. The Committee agreed and suggested that the location of the appeal process be moved to another location in the student handbook. Mike added that it is important for students to understand the appeals process. He asked, “Is the goal to get a better response or better grades? The idea of Appeal Advisors was mentioned.

Megan noted that wordsmithing leads to policy change and discussions with Victoria Zellers. The Committee can look to taking some things out of the policy and submit recommendations to the IWC.

3. Strategy for communicating with students regarding campus activities to help boost student attendance at events. While this is not a policy issue, David will investigate; Mike will investigate with Student Engagement Director Richard Kopp.

4. Behavior Intervention Team protocol for student issues to be discussed by a small group. Should this Committee focus on a policy for how to handle crisis? David will work with the campus safety team to determine how best to respond to crises. David would like to have the benefit of our best experiences.

Sarah noted that the protocol would “fit in” with the handling disruptive students brochure that could include workshops that address how faculty should handle crises. Ayanna offered to help design and provide workshops.

## VI. Next Meeting

Wednesday, October 24, 2018, 3:30 pm, Room S1.09

## VII. Adjournment

It was motioned by Sandy and seconded by Megan and Ayanna that the meeting be adjourned. Motion carried. The meeting was adjourned at 4:45 p.m.