

# Community College *of* Philadelphia

1700 Spring Garden Street  
Philadelphia, PA 19130

**Student Affairs Standing Committee  
MEETING MINUTES  
October 23, 2019  
3:30 p.m.**

**Delegates and Alternates Present:**

**Administrative Appointees:**

- David Asencio
- Claudia Curry
- Sandy Harrill
- Nikki Sarpolis

**Federation Appointees:**

- Kathryn Birster
- Nicole Duncan Kinard
- Jill Meehan
- Maureen Rush-Bogutz
- Keisha Watson
- Si Yoo

**Student Appointees:**

- Jennifer Johnson
- Fatimah Bullock

**I. Welcome and Call to Order – 3:40 p.m.**

**II. Nomination/Elections**

Co-chairs: David Asencio and Nikki Sarpolis

Recorder: Dr. Claudia Curry

**III. Old Business**

**Student Code of Conduct**

From last year – term “accused” changed to “referred” – group motioned to accept this change.

**Academic Integrity**

Sandy and Nicole made revisions and edits last year to the AI policy to take out information that was incorrect, and streamlined the language because the policy is unclear and difficult to understand. Since past committee members shared stories and concerns about confusion over when and what to report as a violation, this version features a tiered system of situations and examples of violations. Past concerns also centered on a consistent and fair experience for students in each of their classes if everyone does not have the same interpretation of the AI policy. The committee also heard from several past members that AI issues were mostly handled within departments. The group reviewed the edited version and compared it with the current version, which includes the following changes:

- Under Rights and Responsibilities for faculty, the third bullet has been deleted due to redundancy.
- In the Academic Appeals process, delete reference to the Academic Integrity Hearing Committee, since there is not one, and this is not how these issues are typically addressed.

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- In the Reporting section, two categories of violations are proposed, with a Class 1 (flagrant) being brought to the attention of the Judicial Affairs Officer, and Class 2 (missed/incorrect citation), which are kept to/resolved within the Academic Department.
- Sanctions – Added to the list – sanctions from the department, based on the course syllabus. Additional sanctions, including a warning and beyond, would reach the dean or judicial level.

A student asked to define the group policy, where an entire group of students could face sanctions if a few members violate policy. In these cases, an investigation is held, and if just one or more individual is responsible, the entire organization will not face sanctions.

#### **Group Recommendations:**

- Further define the levels of violations, and include that there is an option for a student to take responsibility for their actions without having to through a departmental or judicial process.
- Under Sanctions, add that the dean can accept, reject or revise a judicial board recommendation.

Sandy will make revisions and send to the group. Fatimah volunteered to work with Sandy on incorporating all changes in the document.

#### **Next Steps**

1. Review updated AI version and appeals, and check current version to make sure important content was not left out.
2. Form a small committee to tackle sections of the Code of Conduct (which is on the website).
3. David and/or Nikki will send an email to the group, reminding everyone to review the current policy with the revised one.

#### **IV. New Business**

The committee usually meets the fourth Wednesday of every month, but for November and December, this date conflicts with holidays. Our next two meetings are Nov. 20 and Dec. 18. Time and location is still the same – 3:30 p.m. in S1-9.

#### **V. Adjournment**

Motioned by Claudia and seconded by Maureen to adjourn. The meeting was adjourned at 4:41 p.m.