MINUTES OF THE STUDENT AFFAIRS COMMITTEE

Office of the Academic Senate

California State University, Fresno

Henry Madden Library 3206 (3rd floor, south wing)

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Date: May 8, 2019

Members present: M. Jackson (Chair), L.Weiser, N. Nisbett, D. Hart, C. Fry Bohlin, T. Lone

Members absent: F. Tehrani, C. Coon, P. Walker (student), J. Kieckhafer

The meeting called to order at 9: 04 a.m. in room HML 2108

1. Previous minutes
* Last meeting’s minutes were approved via email. No new minutes to approve.
1. Communications
* M. Jackson (chair) will be on sabbatical in the fall. N. Nisbett has agreed to step into the role of chair, beginning in August.
1. Ongoing Business
* Summary of Senate suggestions regarding syllabus template
* Make the template more visually appealing.
* Include a statement encouraging faculty to clarify their classroom policies on cheating/plagiarism.
* Provide more information about Title IX, specifically with respect to pregnancy discrimination.
* Add Dream Center to list of campus resources for students and a diversity related statement.
* On syllabus link to student resources, need separate sections for university policies and university services.
* Add reference in template to APM section that governs syllabus polices.
* Syllabus template discussion and revision recommendations
* Revision: Under ‘Course Policies and Safety Issues’ section of template:
	+ Modified statement in the template to be more explicit that faculty should state their own course policies
	+ Add a statement that faculty should review all relevant APMs regarding teaching and syllabus construction to ensure their course policies are consistent with these.
	+ Provide a link to the APMs section of the university website.
	+ Provide a link to the specific APM dealing with syllabus policies.
* Revision: Under ‘University Policies and Services’ section of template – follow Senate recommendation to separate the list by policies and services for students, add the *Dream Center* to the list of student resources.
* Revision: Under ‘University Policies and Services’ section of template – include the statement about Students with Disabilities (took wording from previous template).
* Committee discussed the suggestions to add specific language from cheating, plagiarism, pregnancy discrimination, etc. and agreed that these are already covered by the provision of the policy via the link provided (and the inclusion of the APM link for faculty to review relevant policies).
* Committee discussed the possibility that, as the policies are updated, a syllabus from a previous semester link may not take the student to the policy that was in place at the time. If there is a grievance there should be some way to access the relevant policy in place at the time. Confirm with Dr. Fu’s office that there is an archive of prior APM policies.
* Committee discussed the suggestion to add a diversity statement and concluded that this seemed beyond our purview at this time and that much of this is covered elsewhere.
1. New business
	* No New business at this time

Meeting adjourned at 9:35 a.m.