

MINUTES OF THE STUDENT AFFAIRS COMMITTEE
CALIFORNIA STATE UNIVERSITY, FRESNO
5240 N. Jackson Avenue, M/S UC43
Fresno, California 93740-8023
Office of the Academic Senate
Ext. 8-2743

December 5, 2007

Members Present: C. Edmondson (Chair), K. Fugelsang, D. Helsel,
M. Lowe, F. Padilla.

Members Absent: C. Coon (excused), A. Fiala (excused),
K. Goddard (student)(excused).

Visitors: G. Gechter.

The meeting was called to order by Chair Edmondson, at 10:18 a.m., in the University Center, Room # 203.

1. Minutes. MSC to approve the Minutes of 11/7/2007.
2. Agenda. MSC to approve the Agenda.
3. Communications and Announcements.
 - a. Chair Edmondson reported on Executive Committee and Academic Senate's response to our memo about the Interim Policy and Procedures on Assignment of Grades (APM 242).
 - b. Discussion about students using text messaging during class meetings.
4. Policy and Procedures for Addressing Harassment.

MSC to approve memo to M. Botwin, Chair of the Academic Senate with recommendations for training faculty to respond to student complaints of harassment.
5. (APM 241) – Interim Policy on Course Syllabi and Grading.
 - a. The most recent version of the policy was distributed to the committee members during the meeting.
 - b. Discussion:
 1. Reviewed and approved changes from the original policy.
 2. Discussed new issue – communication about changes to the syllabus.

3. Dr. Edmondson will draft memo to the Chair of the Academic Senate conveying the committee's approval of the policy as written.

6. Policy and Procedures for Fingerprinting and Conducting Background Checks.
 - a. Discussion – the policy is outside of our committee's charge.
 - b. Dr. Edmondson will draft memo to the Chair of the Academic Senate returning the policy to the Executive Committee.

7. Policy on Accessible Instructional Materials.
 - a. Discussion:
 1. Student Affairs Committee charge is to review and respond to the policy.
 2. Potential areas of concern are that the policy went beyond ADA criteria for accessibility and identified "cost" as a criterion for accessibility, and the ordering course materials for course that are scheduled, but not assigned to a faculty member by the deadline for textbook orders.
 - b. Discussion to be continued during the next meeting.

MSC to adjourn at 11:00 a.m.

The next Student Affairs Committee meeting will be Wednesday, January 16, 2008 at 10:00 a.m. in the University Center, Room #203.

Agenda.

1. Approval of the Minutes of 12/5/2007
2. Approval of the Agenda.
3. Communications and Announcements.
4. (APM 241) - Policy on Course Syllabi and Grading –
Final Discussion
5. Background Check Policy - Final Discussion.
6. Policy on Accessible Instructional Materials.
7. New Business.