

ACADEMIC POLICIES COMMITTEE
MINUTES OF THE MEETING OF DECEMBER 1, 2017

Approved: February 2, 2018

CALL TO ORDER: The Chair called the meeting to order at 2:04pm.

ROLL CALL:

Chair Escobar passed around a roll sheet for folks to indicate their attendance.

Voting Members: Catlin, Datwyler, Escobar, Fox, Gonzalez (absent), Heinicke, Johnston, Sharpp, Van Vo (absent), Yonemura

Non-Voting/Ex-Officio Members: Ambrose (absent), Cortez (absent), Heather (absent), Hernandez, Hunt (absent), Murphy (absent), Taylor, Watson-Derbigny (absent)

GUESTS: Office of the Registrar: Vivian Llamas-Green, Associate Registrar
Student Affairs: Noelle McCurley, Student Services & Special Projects Coordinator
Academic Advising Center: My Sayamnath, Assistant Director, Student Services & Training

APPROVAL OF THE AGENDA: Voting members approved the agenda.

APPROVAL OF THE MINUTES: The minutes of the November 3rd meeting were approved.

OPEN FORUM:

SENATE UPDATES: Chair Escobar informed the Committee that the Academic Honesty Policy revisions were presented to the Executive Committee at its November 28th meeting. There were 3 changes that were recommended. Chair Escobar informed the Committee that she would make those changes and bring the policy draft back to Exec in the Spring 2018 semester.

DISCUSSION ITEM: ADVISING POLICY & TASK FORCE: Chair Escobar began the discussion by stating that the main objective and focus of the meeting would be on reports and updates from folks regarding their conversations with academic advising stakeholders listed in Appendix B of the Task Force Report. A summary of the main points and issues that were raised are listed below:

* **Adding Names/Offices to the Stakeholders' List:** V. Llamas-Green requested that the Registrar's Office be added to the list of advising stakeholders since that office engages in advising with students during the degree evaluation process and at other times when students call or visit that office with concerns regarding their academic records. Chair Escobar stated that she would reach out to both Vivian and Noelle (McCurley) to schedule a meeting during finals week or over the winter break.

* **EAB Roll-Out & Reducing Advising Redundancy on Campus:** M. Sayamnath stated that EAB is slowly rolling out. She said that, with EAB, advisors can look up a student's record once they check into

EAB and see if students belong to other groups, such as EOP. If they do, then the Academic Advising Center will refer the student to that office because the student already has a designated advisor. Having EAB will eliminate or at least greatly reduce the problem of redundancy of advising services on campus. That said, students still visit a number of offices/programs within SASEEP, and, as a result, they may end up getting different information regarding advising. N. McCurley stated that, if folks were interested, they could visit www.eab.com and get on the forum there in order to review some best practice models for advising.

* **Implementing the Advising Policy:** The responsibility for implementing the Academic Advising Policy rests with the Provost (in Academic Affairs) and the Vice President for Student Affairs. Some folks raised the point that perhaps the main issue is not necessarily with the content of the policy but the fact that it isn't being implemented.

* **MOVING FORWARD/OTHER IDEAS:** As the meeting came to a close, Chair Escobar stated that she would send a memo to the Chair of the Faculty Policies Committee, Hellen Lee, summarizing the main points that were raised by APC. Chair Escobar offered an idea of creating and distributing an electronic survey to students, faculty, administrators, and particularly, advising stakeholders, regarding advising at Sacramento State. The Committee seemed open to the idea and will continue these discussions in the Spring 2018 semester. Best wishes for a wonderful holiday season and winter break were shared around the table – along with sugar cookies 😊

ADJOURNMENT: The meeting adjourned at 3:10pm.