

ACADEMIC POLICIES COMMITTEE
MINUTES OF THE MEETING OF FEBRUARY 16, 2018
Approved: March 2, 2018

CALL TO ORDER: The Chair called the meeting to order at 2:08pm.

ROLL CALL:

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

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

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

GUESTS: Liberal Studies Program: Kristen Anderegg, Advisor/Manager

APPROVAL OF THE AGENDA: Voting members approved the agenda.

APPROVAL OF THE MINUTES: The minutes of the February 2nd meeting were approved.

OPEN FORUM:

SENATE UPDATES: Chair Escobar informed the Committee that the Academic Honesty Policy and Procedures (amended) will be on the Faculty Senate agenda as a First Reading item on March 1st.

DISCUSSION ITEMS:

CALL FOR FACULTY REPRESENTATIVE – SMART PLANNER ADOPTION COMMITTEE: Chair Escobar asked Committee members to consider volunteering to serve on the Smart Planner Adoption Committee. Senate Chair, Julian Heather, had suggested to Chair Escobar that it might be beneficial to have a faculty representative from APC serve on this Committee. **J. Van Vo** stated that he was interested in serving and stated that he would submit his name and nomination statement to Senate Analyst, Kathy Garcia; deadline is Monday February 19th by 12:00pm.

ADVISING POLICY & TASK FORCE: Chair Escobar began the discussion by stating that the main objective and focus of the meeting would be to review the draft of the revised Academic Advising Policy and Procedures (AAPP).

Some of the **questions that arose centered on the ‘Definitions’ section of the revised AAPP** (i.e., does this campus use the terms ‘peer advisor,’ ‘peer mentor,’ ‘student ambassador?’). There was confusion around the names and the roles of advisors, what their responsibilities are, etc. Chair Escobar stated that the Committee would continue to work on this section, seeking clarification. **Additional questions and comments focused on the newly created section on ‘E-Advising Tools:’** do we include the specific names of these e-advising tools or remain general/broad? (consensus was to keep the language general/broad); **D. Ambrose** stated that the narrative in this section should mention the ‘degree audit’ tool which is used in conjunction with Smart Planner. Another concern centered on what is meant by ‘completion’ with respect to degree planning on Smart Planner. (Current definition is ‘2 or 4 years of planning, depending on if a student is a transfer student or native Sac State student). D. Ambrose volunteered to bring this issue of including Smart Planner and the degree audit language—making it required by all students; definition of ‘completion’ as it pertains to degree planning.

USE OF ELECTRONIC DEVICES IN THE CLASSROOM: The Committee began the initial discussion of this item by reviewing the referral from the Executive Committee and reviewing the list of current Sacramento State policies and procedures that address the following: student and faculty rights and responsibilities, dealing with disruptive students in the classroom setting, student conduct, use of video and recording on campus and campus-owned property. **Chair Escobar** stated that the Committee would continue discussing this item at the next meeting and suggested that folks review these policies in preparation of the March 2nd meeting.

ADJOURNMENT: The meeting adjourned at 3:30pm.