

**CALIFORNIA STATE UNIVERSITY, LOS ANGELES
OFFICE OF THE VICE PRESIDENT FOR STUDENT AFFAIRS**

ACADEMIC SENATE STUDENT POLICY COMMITTEE

October 9, 2003, 1:30 - 3:10 p.m., SA 110

MINUTES

Present: J. Alvizo, M. Clark, J. Cleman, R. Dawson, K. Foster, C. Frank, C. Herr,
R. Jeng, A. Jones, A. Joshi, C. Michel, E. Monsour, A. Ross

Guest: M. Fels

1.0 **Call to Order**

The meeting was called to order by J.T. Anagnoson, Chair, at 1:35 p.m.

- 1.1 Introduction of New Members
- 1.2 Election of Chair: Carolyn Frank
- 1.3 Election of Vice Chair: Ralph Dawson
- 1.4 Election of Student Representative Mentor: Anupama Joshi
- 1.5 Liaison Appointment from the Student Policy Committee to the Academic Advisement Subcommittee of the Educational Policy Committee: Christopher Herr

2.0 **Announcements**

None.

3.0 **Intent to Raise Questions**

None.

4.0 **Report from Executive Committee**

J. Cleman stated that the Executive Committee would like to have an update on the Student Grievance Procedures.

T. Ross and R. Dawson provided background information on how the current process was developed. The process is currently under review by V. King, University Counsel. V. King is planning to cut the adversarial approach and try to shorten the procedures. In addition, these revisions will allow most grade grievances to be dealt with at the College level and not proceed to the University Student Grievance Committee level.

T. Ross will continue to follow up with V. King. A. Ross suggested that as soon as the Student Grievance Procedures are revised, M. Fels, Chair of the University Student Grievance Committee, be invited to meet with the Student Policy Committee.

R. Dawson volunteered to edit any revisions that need to be made to the procedures.

5.0 **Approval of the Agenda**

M/s/p to approve the agenda as amended.

6.0 **Business**

6.1 Request for Early Registration

After review and discussion, it was m/s/p to grant Early Registration to students participating in the College of Engineering, Computer Science, and Technology Student Ambassador and Student Mentor Programs.

6.2 Academic Honesty Policy

M. Fels provided an overview of the process and stated that this policy preserves the students' rights and ensures faculty/staff security and safety.

The differences in the Academic Honesty Resolution Form and Academic Dishonesty Report Form were discussed. He stated that the similarity in the names of the forms was somewhat confusing.

M. Fels acknowledged that a grammatical error does exist in the Academic Honesty Policy, Section IV, number 5, bullet one and should be corrected.

M. Fels stated that one of the problems with following the policy is that many professors do not understand the policy and do not read it. He clarified that a standby panel for hearings does exist if the professor and/or the student requests it that is composed of a hearing officer, a faculty member, and a student.

After discussion, it was suggested that the names of the forms be changed and that a section be added where the professor and the student can sign or initial acknowledging that they have read and understood the Academic Honesty Policy.

M. Fels will provide a draft of the revised forms for the committee to review at the next meeting.

A. Ross and C. Frank will draft a response to the Chair of the Academic Senate Committee addressing the questions and concerns expressed about the clarity of this policy in regard to the resolution forms and the process for review by the committee.

7.0 **Other**

None.

8.0 **Adjournment**

M/s/p to adjourn at 2:35 p.m.