CALIFORNIA STATE UNIVERSITY, LOS ANGELES
Office of the Vice President for Student Affairs

ACADEMIC SENATE, STUDENT POLICY COMMITTEE

February 23, 2012, 1:30 - 3:10 p.m., SA 110

MINUTES

Present: M. Adamian, C. Dy, M. Javeri, C. Koike, R. Ledesma, C. Lung, M. Nitzani C. Monroy, A. Ross, K. Wasley, A. Wood

Excused: C. Gladish

1. Call to Order
    The meeting was called to order by M. Adamian, Chair at 1:35 p.m.

2. Announcements
    2.1 A. Ross announced the request for the nominations for the 14th Annual Distinguished Women Awards was distributed campus-wide via email. Deadline to submit a nomination is March 15, 2012.

    2.2 M. Adamian reminded the committee to please advertise scholarships within your departments.

3. Approval of the Minutes
    M/S/P approval as amended.

4. Approval of the Agenda
    M/S/P approval of agenda.

5. Intent to Raise Questions
    At the meeting of February 9th C. Monroy raised the following question: *CSULA received a Seal Grant Award designed to train teachers. ASI would like more details on how it will be implemented.* A. Ross recommended that C. Monroy take her question to the ASI Charter College of Education representative to gather more information on this award.

    In response to the Intent to Raise Question C. Dy raised at the February 9th meeting*: Why is there a campus-wide emergency drill during midterms? The first two weeks seem to be the best time to schedule them.* J Curreri, Chief of Police responded: When scheduling drills we coordinate with Academic Affairs to choose the drill dates. The proposed dates must then be approved by both the President's office and the Provost's office. This issue came up

during the drill debriefing. Phil LaPolt, Acting Assistant Vice President Academic Affairs - Academic Personnel, explained to those in attendance that there is really no great time for the drill because of all the testing conducted throughout the quarter.

6. Emergency Response Guide for Students, Staff and Faculty
    The committee received a charge and discussed the need to establish a guide here at CSULA. The committee agreed that the CARE Team guidelines would be very useful if they were accessible and uploaded to the web. A formal response to the Executive Committee will be drafted.

7. Enrollment Issues
    Discussions centered on the idea that early registration was a cause of enrollment issues. After much discussion, it was agreed that early registration was not the issue rather course availability was the problem.

8. Early Registration Guidelines
    Please see enrollment issues above.

9. Liaison Reports

    9.1 Executive Committee Liaison
         None due to lack of time

    9.2 Academic Advisement Subcommittee Liaison
         None due to lack of time

    9.3 Associated Students, Inc.
         None due to lack of time

10. Adjournment
    M/S/P to adjourn 3:06 pm