5 December 2003

Minutes of a meeting of the Faculty Senate Student Affairs Committee
Stan Lightner convened the meeting at 5:30 pm at Luke and Jake’s, Thursday, December 4.

Present: Stan Lightner (chair), Zach Nelson, Davin Jones, Dara Kech, Sandy Cook-Fong, Trudy de Goede (recorder)

The committee decided to postpone changing the meeting time to normal business hours until next semester. We plan tentatively to meet at 2:00 pm on Tuesdays in the spring semester. The deans are not able to meet with us in the near future partly because of our current meeting arrangements.

We discussed possible avenues for getting information about the Student Code of Conduct and specifics such as the grade scale to faculty and to all on-going students. The information is reaching freshmen adequately. Possibilities include:

- An article in the Antelope
- An article in the online Antelope
- Publicity on the student radio station
- Messages posted on bulletin boards on campus, the message could have a tear-off fringe with the web address of the Student Code of Conduct
- Through Residential Life: Resident Directors could offer a session for building residents about it; Resident Advisors could also promote it to students in residence
- Information could be posted on bulletin boards in the dormitories

Can we request that all faculty announce it in their classes, and put it in class syllabi? We can ask Dr. Maha Younes, Chair of the Council of Chairs, to put it on the Council’s agenda so that Chairs are confident faculty know about it.

The deans have discussed it.

We could ask Cheryl Bressington if it can be included in the orientation for new faculty each year.

Can the Dean of Students compose and distribute flyers about it? Who would pay for the flyers?

Should there be a presentation for the campus community about it? Cook-Fong: the best way to reach faculty is through their departmental chairs.

Lightner: as to inclusion in syllabi, only two colleges have criteria for syllabus content: Education and Business.
Jones and Nelson: syllabi vary greatly in length, content, and format; typically they include the grading scale.

The meeting adjourned at 6:00, moved by Cook-Fong, seconded by de Goede.

Respectfully submitted,
Trudy de Goede, recorder.