

# **Student Academic and Financial Affairs Committee**

**Academic Faculty Senate**

**Tuesday, February 14, 2017**

**3:00-5:00 PM**

**Student Center Theatre**

# Action Items and Minutes

- Presented by:
  - Dr. Anne Pollock, LMC, Vice-Chair
- Action Items
- Minutes for Approval

# Role of SAFAC

- The Student Academic and Financial Affairs Committee discusses important and relevant topics, but does not request changes to academic policies in the Catalog.
- SAFAC does, however, recommend policy changes to the Student Regulations Committee.

## Action Items from the October 31, 2016 Minutes

- **No action items.**
- Topics discussed:
  - Learning environment on campus – are there policy gaps that contribute to issues in this area?
  - Changes in the daily class scheduling grid
  - Unit of credit definition and connection to workload
  - Adding a question to existing survey tools that might provide insight as to why students take more than 4 years to graduate

## Action Items from the November 21, 2016 Minutes

- **No action items.**
- Topics discussed:
  - Institute Excused Absences, problems with students presenting the letters to instructors either at the last minute or after the fact
  - Potential survey questions to target the barriers-to-timely-completion issue
  - Course and classroom scheduling changes

## Action Items from the December 5, 2016 Minutes

- **No action items.**
- Topics discussed:
  - Office of Assessment will work to add a version of our survey question (barriers to timely degree completion) to the Undergraduate Exit Survey
  - Proposed policy revisions related to Institute Approved Absences (late notification to instructors)

## Action Items from the January 17, 2017 Minutes

- **No action items.**
- Topics voted on or acted on:
  - Changes to the *Institute Approved Absences* policy to be more explicit about the responsibilities for students and faculty/staff sponsors (in addition to instructors).
    - Recommended changes forwarded to the Student Regulations Committee
    - Aim is to help ensure that instructors are not burdened with last-minute or late requests to make up work.

# Action Items and Minutes

- Move to approve all action items.
  - None
- Move to approve Minutes from:
  - October 31, 2016
  - November 21, 2016
  - December 5, 2016
  - January 17, 2017