

BFC Student Affairs Committee 2024-2025

Meeting Minutes

Meeting 05

Friday, January 17, 2025

3:00 pm to 4:00 pm

SAC Members:

Co-chairs:

*Bryant Paul, The Media School and Catherine Sherwood-Laughlin, School of Public Health

Members:

*Denvil Duncan, School of Public and Environmental Affairs

Heather Eastman-Mueller, School of Public Health - Applied Health Science

*Chase Gamblin, Eskenazi School of Art, Architecture + Design

Robert Gonyea, School of Education

Marty Pieratt, Kelley School of Business

*Willia Liburd Tavernier Libraries

*Veronica Salama, IU Student Government Representative

Jenny Koo, GPSG Representative

Ex-Officio Members:

*David Daleke, Vice Provost for Graduate Education

*Lamar Hylton, Vice Provost for Student Life

Kathy Adams Riester, Associate Vice Provost and Dean of Students

*Jeff Rutherford, Assistant Dean for Academic Affairs Graduate School

*Libby Spotts, Senior Associate Dean of Students, Office of Student Conduct

***Attendees**

Agenda

Welcome and Announcements

Approval of Agenda

Approval of 12-13-24 Meeting Minutes

Updates on SAC Assignments for 2024-2025

1. Continue work on proposed changes to the student academic misconduct procedures.
2. Collaborate with IUSG to explore and report on syllabus-posting policy requirements and the feasibility of a syllabus clearinghouse for students.
3. Establish a working group with student leaders to create a best practice guide for how to incorporate student voices into committees that often only have one or two students representing the entire student population.
4. Collaborate with EPC and Long-Range Planning around discussions focused on re-envisioning general education, first-year experience, and experiential learning programs.

New Business (non-SAC Assignments)

Old Business Updates (non-SAC Assignments)

Next Meeting - Spring 2025 Semester Meetings- David Taylor sent TEAMS links to committee members (included below)

Friday, January 17th, 3-4 pm

Friday, February 21st, 3-4 pm

Friday, March 28th, 3-4 pm

Friday, April 18th, 3-4 pm

Discussion: Updates on SAC Assignments

1. **2023-2024 SAC Carryover Tasks-** Catherine is developing a subcommittee to work on the academic misconduct tasks from 23-24 and will report the members to the SAC. Plans to have the first meeting before the next SAC meeting in February. As a reminder, Libby suggested the following people:
 - i. Jane Ann Grogg and Rachel Cohen
 - ii. Leila King (Supreme Ct Justice)
 - iii. Cesar Felix-Brasdefer (Academic Appeals Process- training, etc.)
 - iv. Anna Krause, Janett Thomas- Conduct
 - v. Student Advocate Office- Brandon Shurr- get a volunteer (Libby)
2. **Syllabus Posting Policy-** Bryant, Veronica will provide an update.
On Dec 3, 2024, at 4:29 PM, Paul, Bryant M <bmpaul@iu.edu> wrote:

Hi Veronica,

Hope the end of your semester is going as smoothly as possible. I just reported on our (or should I say mostly your) progress on the issue of a set pre-semester date for posting syllabi as well as something like a course info repository for students to use when making choices about classes. The committee would like us to make a report and recommendation to the BFC for a policy change or (if needed) new policy for the posting of syllabi prior to the semester early next semester. Danielle would like me/us to do this at the February 11th meeting of the BFC. There was consensus that posting at least the "outline" of a syllabus at least a week before the start of the semester. This seems reasonable to me and is in line (I think) with discussions we had in SAC meetings. The idea moving forward would be for me/us/whoever needs to be involved to cobble together a draft of such a policy and present it along with a rationale to the BFC prior to the meeting on 2/11/25. I guess my question is whether it would be ok for me to take an initial shot at drafting the policy. I would then want you and the rest of the SAC to review and provide feedback on what I come up with. I could incorporate the feedback into the policy, send it back out for review and do the same until we are comfortable with what we send to the Executive Committee. They would then review, comment, and potentially send it back to us for any fine-tuning. The hope would be that we would be able to present the policy to BFC general meeting on February 11th.

As for the issue of info we can/should provide students in order for them to make decisions about what courses to take, there was (perhaps not surprisingly) less consensus on how to move forward among the members of the Executive committee. They are supportive of my running a few focus groups on the topic to see what information students are most interested in having when they make their course decisions and why. Once we know this, we can develop and provide recommendations to Schools/departments about what they should be encouraging their faculty to provide. I'm happy to discuss this further with you and/or any of the other members of the SAC. Danielle would like us to be able to say that we are working on this and will have recommendations soon at the 2/11 meeting. Veronica, would you like to observe or even help run the focus groups? I've run a number of them before and am confident that I could do a fine job with them. But I'd love to have you there as well and could also use help recruiting students to include. If you aren't able or interested, perhaps you have a suggestion or two of one or two people who would be. If you could let me know when you get a minute, that would be incredibly helpful.

The committee discussed this issue at length. Several members noted how striking it is that other stakeholders involved in moving this process forward seem to be making it more difficult than it needs to be. Bryant offered to draft a proposal to change BL-ACA-H28 Faculty Instructional Responsibilities to include a call for the publishing of course syllabi at least a week before the first meeting of a course. He was able to work with BFC President DeSawal in crafting the proposal. Veronica offered to make a statement at the general meeting of the BFC regarding her experiences with late posting of syllabi and the need for earlier access to course-related information on behalf of undergraduate students. Bryant promised a review of the presentation to the BFC from the February 11th meeting as well as feedback received afterwards.

BFC Spring 2025 Meeting Dates- all in Presidents Hall, Franklin Hall, 2:30-4:30 pm
January 28; February 11; March 4; March 25; April 8

3. **Action Item-** process to establish a working group with student leaders to create best practice guide for how to incorporate student voices into committees- need a SAC member to develop a subcommittee to address this task.

The committee addressed this topic. Vice Provost for Student Life Lamar Hylton offered several thoughts on the issue. This included a desire to attract more students not currently involved in such service opportunities to participate in them. This would hopefully increase the variety of perspectives of student voices heard from across campus committees. Some discussion occurred regarding which member of the SAC would be willing to develop the subcommittee related to this task.

4. **Collaboration with Educational Policy Committee and Long-Range Planning-** need SAC representation on these committees- need to contact the following to assist with this task.
 - a. Contact Chairs- LRP- Colin Johnson and Vasti Torres
 - b. EPC- Andrea Need and Mehmet (Memo) Dalkilic

SAC Assignments-Action Items, Responsible: Updates on Action Items

New Business

Old Business

Supplemental Resources/Information