I. Welcome to the Committee
   • Members present: Sarah Hatteberg-Smith (Sociology, committee chair), Oleg Smirnov (Math), Ana Oprisan (Physics), Brandon Lewter (Library, via Skype), Allison Sterrett-Krause (Classics)

II. Selecting Student Members
   • Committee makeup includes two resident student members and one non-resident student member.
   • Jeri Cabot has made suggestions for two student members, a resident male and a commuter female; we need to solicit additional an additional resident student willing to serve on the committee.
   • Student members are invited to be present at meetings. Last year’s committee failed to appoint student members.

III. Who’s Who Award
   • Nomination to Who’s Who Among American College Students has traditionally been the purview of SAAC.
   • Dean Jeri Cabot received notice in 2017 that Who’s Who organization is not going to make the award this year while they reconsider their mission.

IV. Alexander Chambliss Connelly Award
   • Award recognizes a graduating senior who has made selfless contributions to the College of Charleston community
   • Committee typically splits nomination packets into two groups; half of the committee reads one group, half the other group; chair reads both. Discussion of applicants’ merits in committee results in a single award.
     o In previous years a rubric has been used, but last year a limited number of nominations were received, and qualitative ranking by committee members recognized a few top candidates. If the number of nominations increases, it might be desirable to use the rubric for ranking purposes.
   • Nominations will be sought for this award in spring. Communication will be via Yammer and faculty announcements to classes; Jeri Cabot will also make an announcement to student body and/or faculty as a whole via email to ensure that we reach a wide group of potential nominees.
• Nomination packets and all SAAC committee documents will be available to committee members via Dropbox to preserve student privacy and reduce email attachments.

V. Student Grievances
• One function of the committee is to hear grievances from undergraduates against faculty members. These grievances are only on non-academic matters. Last year the committee did not have to convene for a grievance; we hope for a similar record this year.
• Lack of clarity whether this committee also convenes for grievances of undergraduate students against College staff members. SHS will investigate whether this falls under our responsibilities.

VI. Honor Code Review
• One of two major projects for the committee this year; begun by previous committee last year (SHS and ASK are returning members).
• Periodic review of Honor Code language and sanctions; last update about a decade ago.
• Review prompted by College Honor Board, who had concerns about the stringency of the XXF sanction and lack of flexibility in current penalty system for students found responsible for academic dishonesty.
  o XXF is awarded for either Class 1 or Class 2 sanctions currently; XX designation can be removed from transcript by petition after 2 years. Nearly all students successfully petition for removal.
  o Concern also related to changing assignment structures in CofC classrooms; many instructors include numerous homework assignments, staged projects, etc. in final grade (rather than two exams and a term paper as in previous decades). Honor Board wonders if XXF is too stringent a sanction for inappropriate collaboration on a homework problem set or similar dishonesty.
• Committee last year followed a research process including conversation with current Honor Board Chair and members of the academic leadership team, research into peer institutions’ Honor systems and sanctions, and spirited discussion. 2016-2017 SAAC proposed a revision of Honor Code sanctions (3-page proposal and supporting documentation can be found in committee Dropbox).
  o Recommendations include
    ▪ Expand sanctions for class 2 violations to allow for notation of academic dishonesty without course failure (XX-Grade, e.g., XXB-, XXC+).
- Automatic second-offense sanction increase, to move second incidents up by one level of severity (from class 3 to class 2, for example) rather than automatically making any second offense class 1.
- Add qualitative descriptors to each violations class, such that faculty and students can more easily distinguish between sanction levels (Class 1: Severe, Class 2: Serious, Class 3: Minor).
- Suggest a range of appropriate sanctions for each class, to allow for greater flexibility.

**Future actions**
- Committee members this year are asked to review the current proposal. Although we do not wish to start from scratch on the proposal, it is still very much a work in progress and can be amended as the current committee believes to be appropriate.
  - In particular, please consider possible ramifications of updated policy as it might be applied, e.g.:
    - Will the policy function effectively for both traditional face-to-face and online courses?
    - What is the position of ethically questionable activities such as students selling notes via course-preparation websites? Do these rise to the level of academic dishonesty?
    - Should XX-Grade be removed automatically from transcript? Last year’s committee discussed this but did not make a formal recommendation on the matter.
    - If a student receives XX-Grade in a course for the major, minor, or general education, is the requirement considered satisfied?
  - Please provide a list of elements of the proposal that you like, don’t like, or believe to be missing, so that proposal can be amended as necessary.
- After committee discusses proposal this semester, it needs to be vetted by chairs, Deans, and departments before being forwarded to other committees and Faculty Senate in this academic year.
  - Important that we are able to anticipate possible objections so that we can answer those—preferably before F.S. receives proposal.
Committee members asked brief questions related to proposed extended sanctions for Class 2 ("serious") violations, especially the value of the proposed XX-Grade. We will discuss in more detail at next meeting.

VI. Updates to Student Grievance Policy within Student Code of Conduct
- Jeri Cabot has updated language of student grievance policy to sound less legalistic. Language updates reflect current practice.
  - Proposed changes can be viewed in tracked copies via Dropbox.
- As Dean of Students, Jeri Cabot can make changes to Student Code of Conduct/Student Handbook unilaterally, but requests that SAAC vet language to ensure that it is clear and reasonable.
  - Complication of language change is that student grievance policies also appear in FAM and elsewhere, so changes in Student Code of Conduct need to appear in those documents as well to avoid complication or miscommunication.
  - SAAC will function largely as a liaison between Dean Cabot and relevant Faculty Senate committees such as By-laws.

VIII. Other Items for Discussion
- Future Meetings
  - SAAC will meet again on November 7, 2017, at 8:00 in the Conference Room of the Sociology and Anthropology Department.
  - Meeting’s goals will be discussion of current proposal for Honor Code revision and discussion of proposed Student Code of Conduct changes.

Meeting adjourned, 9:12 am.

Minutes respectfully submitted by Allison Sterrett-Krause