Academic Affairs Committee 9/5 Meeting Minutes

Brief Introductions

Attendance
Present:
Isaac
Tola
Demarri
Peter
Boyi
Ella
Rocio
Veda
Saanvi
Grace

Excused

Committee Overview and Initiative Leader and Assistant

Initiative Milestones Setting (attached below)

Course Manuals (major guides planned by staff and student-led team)

- Leads: Rocio, Grace
    - Milestones Overview
    - Get contact info of working team

Adulting 101

- Leads: Saanvi, Ella
    - Milestone Overview

FA Flexibility

- Leads Boyi, Veda
    - Milestone Overview

Standardize Grading

- Leads: Ella
- Ask the advisor about syllabi collection policy

Synced Exam Schedules

- Leads: Peter, Boyi

Research Credit Overloading

- Leads: Tola, Demarri

Transfer Student Experience

- Demarri, Tola
- Get in contact with transfer student organizatio

First Semester Cover Grades

- Veda, Peter

Initiative Milestones:

Initiative	**Team**	**M1**	**M2**	**M3**	**M4**
Course Manuals Contact team	Lead: Rocio Assist: Grace	Review guide; write feedback	Deliver feedback; meet Dean Martin	Agree on 2.0's priority addition	2.0 timeline known
Adulting 101	Lead: Ella Assist: Saanvi	Mia Russell meeting held	Course path chosen with Dean Watters	Instructor identified	Launch timeline in hand
FA Flexibility	Lead: Boyi Assist: Veda	One-pager written	Dean meeting; dean agrees to carry it	Address stipulations and make sure it can move forward	Status on all 3 asks; next steps

Standard Grading	Lead: Appointed in Dec Assist: Ella	Syllabus folder open; collecting	(collecting)	(collecting)	3-5 courses collected; differences summarized
Synced Exam Schedules	Lead: Peter Assist: Boyi	Peer policy memo done	Exam dates mapped; draft policy written	Proposal presented to a dean	Response received; next steps
Credit Overloading for Research	Lead: Tola Assist: Demarri	One-pager drafted; checked with advisor	Dean meeting held	Written proposal submitted	Response received
Transfer Student Experience	Lead: Demarri Assist: Tola	Writing Program emailed (by 9/20); FA ask drafted	Writing Program answer; orientation office contacted	Advising/registrar asks raised	FA ask submitted; all items statused
1st Semester Cover Grades	Lead: Veda Assist: Peter	History reviewed; narrow ask drafted	Peer memo done	Framing tested with an admin	Decision: submit, re-scope, or retire