

**SUNY Broome Community College
COUNCIL ON ACADEMIC ISSUES**

Report to College Assembly for 3/9/2020 meeting
Respectfully Submitted, Susan Seibold-Simpson, Chair of CAI

The Council on Academic Issues (CAI) met on 2/26/2020. At that meeting, Gina Chase and Andrea Roma were elected co-chair elects. They will assume the leadership of CAI on 3/12/2020, after Susan Seibold-Simpson steps down as chair. Erin Freye was elected Corresponding Secretary until the end of Gina Chase's term.

We continued to discuss the "week before week before" issue and determined that at this point we have no resolution to this issue. It is suggested that that it continue to be monitored as potential concern and if it requires intervention that it be addressed again. The Student Assembly was asked to notify CAI if it is an issue for students.

CAI continues to discuss what occurs related to late add to courses. At present we are looking to see if there are commonalities across divisions and if there are recommendations that should be made for advising. Each representative is collecting information from their constituents and we will discuss at our next meeting. This is the policy per the Catalog:

Registration After Classes Begin:

Late registration for credit courses may be permitted during the first week of classes depending on program and course availability. However, no students will be admitted to any class after the 2nd week of that class.

A late initial registration fee will be charged during the week in which late registration is permitted. Exceptions to this regulation may be made by a Division Dean.

Adding a Course:

Once a class begins, students may only add courses or change sections with the approval of the Department Chair or designee of the course.

After one week of classes, the addition of courses or changing of sections requires the approval of the divisional dean or his/her designee. The primary exceptions are courses where, upon advisement, a student may move to a lower level course.

In all cases, students must file the "Drop/Add" forms in order to become officially registered in additional courses.

Students who attend classes in which their names do not appear on the class list will be referred to the Registrar. Students are required to then present an official approved "DROP/ADD" form to the instructor.

There was an extended discussion regarding the budget cuts. While there was acknowledgement about declining enrollments there was concern about the lack of communication before and during the process and recognition that communication is a persistent problem that has been identified through multiple surveys.

The proposal was made to modify the by-laws to remove the Student Learning Assessment Committee (SLAC) from the CAI subcommittees. As per the by-laws, this will be voted on at our next meeting, 3/11/2020.