Student Association Assembly Meeting Minutes
February 19th, 2019, 7:00pm. Baldy 101

Present:
Mitchel Smigel, Eric Weinman, Destiny Osborne, Mariama Fall, Diana Valentin, Ray Huang,
Mosammet Asma, Sharon John, Timothy Allaire, Kiera Chibuzo, Judy Mei, Chris Palumbo,
Goerge Graban, Andres Guerrero, Noel Allen-fowler, Jose-Romarah Chery, Adarsh
Govindarajan, Donovan Newkirk, Jibreel Ford, Leigha Archibald, Jake Weiner, Bryan
Hernandez, Janat hossain (Proxy), Sunjida Maisha (proxy), Anam Hussain, and Sara Barbieri

I. Call to Order
   A. Speaker Mitchel Smigel calls the meeting to order at 7:04 pm

II. Approval of Minutes
    A. None

III. Old Business
    A. None

IV. New Business
    A. Course Syllabus Resolution A1819-R1
        1. Mitchel Smigel introduces the Course Syllabus Resolution 1819-R1.
           a) Motion to approve the Course Syllabus Resolution by Noel Allen-Fowler
              (1) Motion to change student to students in the first paragraph
                   of the resolution by Judy Mei
                   (a) Second Timothy Allaire
                   (b) Motion passes (22-0-1)
              Conclusion: 1819-R1 Amended
              (2) Second Judy Mei
              (3) Motion passes (22-0-1)

          Conclusion: Course Syllabus Resolution 1819-R1 approved

    B. UB Curriculum Resolution A1819-R2
        1. Mitchel Smigel introduces the UB Curriculum Resolution A1819-R2.
           a) Motion to approve the UB Curriculum Resolution A1819-R2 by
              Timothy Allaire
              (1) Second Judy Mei
              (2) Motion passes (22-0-1)

          Conclusion: UB Curriculum Resolution A1819-R2 approved

    C. Rules Committee
        1. Mitchel Smigel proposes the Assembly members to join the Rules
           Committee.
           a) Motion to approve the Rules Committee members by Judy Mei
              (1) Second Diana Valentine
              (2) Motion passes (21-1-1)
Conclusion: Rules Committee Members appointed
D. Committee Meetings
   1. Mitchel Smigel suggests taking a recess until 8:10 PM to meet in committees.
      a) Motion to recess until 8:10PM by Daniel Deslippe
         (1) Second Judy Mei
         (2) Motion passes (21-1-1)
   Conclusion: Assembly in recess for committee meetings until 8:10PM

V. Open Forum
   A. None

VII. Adjournment
   A. There being no further business, Mitchel Smigel entertains a motion for adjournment
   B. Motion to adjourn by Sharon John, second Judy Mei
   C. Motion passes without objection
   D. Conclusion: Meeting adjourned at 8:10 PM

Eric Weinman has taken the minutes of February 19, 2019 meeting of the Student Assembly.
RESOLUTION 1819-1

TO: The Office of the Dean of Undergraduate Education
FROM: UB Student Assembly Academic Affairs Committee
DATE: 19 February 2019
SUBJECT: Public Course Syllabi for Add/Drop Week

Action Requested

Student Assembly Resolution 1819-1 is a request from the members of the Student Assembly at the University at Buffalo that all syllabi for undergraduate courses being offered during any given semester at the University at Buffalo be made available to the undergraduate student population at large either on UB Learns or through the Student HUB portal, for at least the first week of classes.

Resolution

WHEREAS the State University of New York at Buffalo (UB) Student Association (SA) Assembly may enact resolutions concerning issues of importance to the undergraduate student body in regards to issues of academic policy, student rights, and student welfare; and

WHEREAS the current policy regarding course syllabi, found in the Undergraduate Catalog¹ states that the course syllabi “serves as a contract between the student and professor regarding course expectations and policies. The course syllabus should clearly communicate what the instructor expects of students and what students can expect from the instructor”. Students interested in taking a particular course, whether they are enrolled or not, should be able to view the expectations and policies of a course prior to the start of the semester.

¹https://catalog.buffalo.edu/policies/syllabi.html.
WHEREAS this issue is within the purview of the Office of the Dean of Undergraduate Education, as the Dean is charged to oversee undergraduate academic education policies.

WHEREAS the State University of New York at Buffalo (UB) Student Association (SA) Assembly may enact resolutions concerning issues of importance to the undergraduate student body in regards to issues of academic policy, student rights, and student welfare; and students' ability to perform well in their academic endeavors requires them to fully understand what they are committing to when they enroll in an academic course.

WHEREAS Students should be able to access information available in course syllabi before being officially enrolled in a course.

WHEREAS Students may take no more than 19 credit hours, without permission from an academic advisor during a given semester, students must take careful consideration in the factors that could affect how well they perform. This includes conflicts, course load, professor expectations, etc., for the courses they choose\(^2\).

WHEREAS Informed decision-making is required for class selection, and these decisions alone cannot solely be based on availability and course description, as it is the only information offered for students not formally enrolled in a given course.

WHEREAS It is difficult to decide between two or more classes where a time conflict may be present that would impinge one's ability to enroll in both courses.

WHEREAS Course descriptions that don't fully explain the objectives and expectations of the course make it difficult to properly make an informed decision.

WHEREAS There are 21,607 undergraduate students currently matriculating at University at Buffalo\(^3\).

WHEREAS There are 125 undergraduate degree programs, and over 580 courses are offered.

WHEREAS A recent Google Forms survey taken by undergraduate students at UB found the following:

- 71.4% of respondents said they have taken a course where the course description on HUB did not match the description provided in the syllabus.
- Of the 50% of individuals who had previously dropped a course, 43% of them had done so due to coursework load.
- Of the individuals who had previously dropped a course, 72.7% answered that they were unaware of the course load prior to having viewed the syllabus.
- 78.6% of students answered that they were unable to take or sit in a course that had interested them during add/drop week because it conflicted with their schedule.

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\(^2\) [https://catalog.buffalo.edu/policies/academic-load.html](https://catalog.buffalo.edu/policies/academic-load.html)

\(^3\) [https://www.buffalo.edu/about_ub/ub_at_a_glance.html](https://www.buffalo.edu/about_ub/ub_at_a_glance.html)
• 100% of respondents voted that they were in favor of having all course syllabi be made available online to all students during the first week of the semester.

NOW THEREFORE BE IT RESOLVED THAT:

SA Assembly urges that the Office of the Dean of Undergraduate Education implement a policy that all syllabi for courses offered in a given semester be made available online for at least the first week of each semester.

Adopted by the Assembly on this the 19th day of February, 2019

Mitchel J. Smigel
Speaker of the Undergraduate Student Associations Student Assembly

Gunnar J. Haberl
President of the Undergraduate Student Association
RESOLUTION 1819-2

TO: University at Buffalo Office of the Provost

FROM: Undergraduate Student Association Assembly Academic Affairs Committee

DATE: February 19, 2019

SUBJECT: Expansion of UB Curriculum Engagement

Action Requested

In recent years, the University at Buffalo has implemented a new university-wide curriculum. The UB curriculum is a program of core study built on intellectual discovery and integrative learning. The centerpiece of this curriculum is the Pathways program, a six-course sequence covering diverse areas of instruction. There is, however, a gap in the understanding of the Pathways program, namely with the instrument used to implement it: the Pathfinder Tool. Giving students limited exposure to the Pathfinder Tool prior to entering the University at Buffalo, students may find it difficult to gain a working understanding of the Pathfinder Tool. Greater resources are urged to be expended to give incoming students a better working knowledge and understanding of the Pathways program and Pathfinder Tool.

Resolution

WHEREAS the State University of New York at Buffalo (UB) Student Association (SA) Assembly may enact resolutions concerning issues of importance to the undergraduate student body in regards to issues of academic policy, student rights, and student welfare; and upon being duly noted by undergraduate students at the University at Buffalo, and the proper implementation of academic policy of the utmost important to the Assembly,

WHEREAS there is a lack of resources both mandatory and voluntary available to incoming students, transfer and freshman, to gain a working understanding of the UB Curriculum and more specifically the UB Pathways program, being operational through the Pathfinder Tool.

\[1\] https://catalog.buffalo.edu/policies/ubcurriculum.html

\[2\] http://www.buffalo.edu/content/dam/www/ubcurriculum/15-PRO-005%20UB%20Curriculum%20chart.pdf
WHEREAS a study/survey of recent incoming classes found that
  
  - The University welcomed its largest freshman class on record at 4,166 new students in the fall of 2018
  - The University is home to a total undergraduate population of 20,071 students as of the fall semester in the 2018-2019 academic year.\(^3\)

WHEREAS the UB Curriculum accounts for 40 credit hours or roughly 33% of the typical 120 credit hours to graduate.\(^4\)

AND WHEREAS giving the incoming undergraduate population a better grasp of the Pathways curriculum will undoubtedly lead to a more cohesive and efficient program, as the completion of the Pathways curriculum is a requirement for graduation

NOW THEREFORE BE IT RESOLVED THAT:

I. SA Assembly requests the University at Buffalo administration implement both mandatory and optional workshops at all incoming freshman and transfer orientations that give a comprehensive look into the Pathways curriculum, allowing students to preliminarily choose what their Pathways will be.

II. SA Assembly urges the University at Buffalo administration keep Pathways courses offered consistent for each graduating class on a year-to-year basis, and if a change is required, that students be notified via email regarding said change, granting them enough time to properly and efficiently change their Pathways in accordance with their degree programs.

III. SA Assembly urges that the University at Buffalo raise student awareness around existing services they can access regarding the UB curriculum and the pathfinder tool.

Adopted by the Assembly on this the 19\(^{th}\) day of February, 2019

Mitchel J. Smigel
Speaker of the Undergraduate Student Associations Student Assembly

Gunnar J. Haberl
President of the Undergraduate Student Association

\(^3\) http://www.buffalo.edu/news/releases/2018/09/017.html
\(^4\) http://www.buffalo.edu/ubcurriculum/overview.html