



Academic Standards Committee  
Tuesday, May 20, 2004  
Meeting Notes

**Members Present:** Don Correll (Chair), George Henderson, David Liu, Kathy Mauser, Loren McNair, Carolyn Norred, Sandie St. Onge (Secretary), and Lenore Vest

**Members Not Present:** ASLCC Representative, Mary Harding, Carl Roush, Pat Ellsburg, and Jerry Zimmerman

**Guests:** David Rosi

The meeting was called to order at 3:34 PM on May 20, 2004 in ADC 141 by chair, Don Correll.

**Agenda Items:**

1. **Operational Guidelines** – Members in attendance were provided with a hard copy of the newly revised Academic Standards Committee Operational Guidelines manual. Don explained that this revision includes the recently approved *Grade Forgiveness Policy*, the revised *Last Day to Withdraw* and the updated *Student Academic Grievance Procedure*. We are awaiting the final review by our Attorney General before implementing the updated *Student Academic Grievance Procedure*, but it has been approved through all campus groups as required and is included in the manual. It was suggested that the manual be placed on our internal website for staff access, rather than printing hard copies for distribution. Sandie will make that arrangement and send a message out to staff when it is available.
2. **Lingering Student Legislation** - Don briefly discussed the possible affects of SB 5135 student progress legislation on academic probation, suspension and readmission.
3. **Acknowledgements** – Don announced that Carolyn Norred will be retiring at the end of spring quarter and was attending her last Academic Standards Committee meeting. He thanked her for her service and representation. Don and committee members thanked Sandie for her work revising the Operational Guidelines. In turn, Don was thanked for his leadership and many hours reviewing and revising the Operational Guidelines with Mary Harding.
4. **Meeting Schedule for 2004-05** - The next meeting of the Academic Standards Committee will be scheduled fall quarter after members have been identified. If you will not be returning to the committee, please have your department chairperson notify either Don Correll or Sandie St. Onge who your representative will be. Members will be sent a meeting reminder and agenda or notice of cancellation prior to scheduled meetings, which are normally held in October, February and May.

The meeting was adjourned at 3:50 PM.