



Academic Standards Committee
Tuesday, October 11, 2005
Meeting Notes

Members Present: Donn Kirkwood (ASLCC), Harry Blair, Don Correll (Chair), Pat Ellsburg, Joe Green, Mary Harding, Butch Henderson, Kathy Mauser, Loren McNair, Sallie Parson, Carl Roush, and Sandie St. Onge (Secretary)

Guests: Tamara Norton, Scott Raush, Jeff Lucas

The meeting was convened by the 2004-05 chairperson, Don Correll, at 3:35 P.M. on Tuesday, October 11, 2005 in ADC 141. A quorum was present and Don Correll was unanimously re-elected as chairperson for the 2005-06 academic year.

Agenda Items:

1. All members and guests introduced themselves.
2. Don Correll explained the purpose of the Academic Standards Committee and briefly discussed the following items from the Academic Standards Committee Operational Guidelines:
 - Reinstatement Procedures
 - Capstone Pre-Requisites
 - Grade Changes
 - Grade Forgiveness
 - Incomplete Removal
 - Withdraw
 - Retake
 - Plagiarism
3. Meeting times, dates, and locations were set for Winter 2006 and Spring 2006. We will be meeting at 3:45 p.m. in ADC 141 on Tuesday, February 14 and Tuesday, May 9.
4. Handouts were provided to those present regarding Instructor Initiated Withdrawal which was approved by the Instructional Council on September 15, 2005 and will go into effect Winter 2006.
5. Committee members reviewed and discussed the suggested updates provided for the Student Academic Grievance Policy. The first suggestion was approved to include “and student” as follows:

Step Two: Meeting with Facilitator

3. *The Facilitator provides the appropriate division dean **and student** with the written documentation upon receipt of the faculty response.*

The second suggestion was considered, but the committee decided to not proceed with the suggestion.

There was some discussion regarding the acceptable grade for ENGL 102 as a Capstone prerequisite. A grade of "C-" is still acceptable. The prerequisite has not changed. The confusion stemmed from the fact that Curriculum Committee approved a change on June 9, 2005 making ENGL 101 with a grade of "C" rather than "C-" the prerequisite for ENGL 102.

The meeting was adjourned at 3:45 P.M.

The next meeting of the Academic Standards Committee is scheduled for Tuesday, February 14, 2006 at 3:45 P.M. in ADC 141. Members will be sent a meeting reminder and agenda or notice of cancellation prior to that scheduled meeting.