



Academic Standards Committee

April 10, 2012

Meeting Notes

Members Present: Don Correll, Hiedi Bauer, Kathy Stafford, Linda Cullom, Lisa Matye Edwards, Lynn Lawrence, Rick Atkins, Rick Swee, and Sandie St. Onge (Secretary)

Members Not Present: ASLCC Representative, Dennis Shaw Larry Woodruff, and Peter Livins

A quorum being present, the meeting convened at 3:48 PM on Tuesday, April 10, 2012 in the IOB Conference Room.

Agenda Items:

- A. Student Grievance, Facilitator, Procedures - Due to the nature of academic grievances, it has been decided to stay with counselors for grievance facilitators, rather than faculty advisors. The counselors are neutral to the situations, are much less likely to be in the department of the grieved faculty member, and are generally better prepared to deal with the students' emotional issues related to the grievance process. Lisa will prepare a statement to be sent out to ASC members explaining minor changes to the Academic Student Grievance process, clarifying the actual steps taken during the formal grievance process, rather than those currently written. Those changes will also be included in the *ASC Operational Guidelines*. A formal written grievance was received today. Committee members will be notified if it is not resolved and a formal meeting is deemed necessary. Remember that every department must have a representative present at all formal academic grievance meetings and a surrogate must be named if the department representative will not be available to attend all the meetings.

- B. Academic Probation, Warning, and Suspension Updates - Clarifying revisions to the academic probation, warning, suspension process were discussed. Those members present concurred with the clarifications outlined in a handout provided by Lisa. A motion was made, seconded, and approved to change the academic reinstatement credit enrollment range from 5-13 credits to 6-15 credits. Lisa will prepare a narrative to be sent out with these meeting notes for those members who were unable to attend today. The *ASC Operational Guidelines* will be updated to include these revisions.

Members will be sent a meeting reminder and agenda or notice of cancellation prior to each meeting, which was changed at this meeting to the third Wednesday of each month at 3:45 P.M.; making our next meeting May 16, 2012.

The meeting was adjourned at 4:17 P.M.

Respectfully - ASC Secretary, Sandie St. Onge