



Academic Standards Committee October 22, 2013 Meeting Notes

Members Present:

Don Correll, Kathy Stafford, Mary Leach, Rick Swee, Tim Allwine, Cory Kile, who represented Industrial Technology for Kam Todd, and Sandie St. Onge (Secretary)

Members Not Present: Elizabeth Green (ASLCC Representative), Jim Franz, Kam Todd, Lisa Matye Edwards, Louis LaPierre, and Lynn Lawrence (Registrar, non-voting ex-officio),

Guests (Tenure Track Faculty): Josie Zbaeren, Corry Kile, Gary Roeske, Merry Bond, Rob Davis, Mark Gaither, Stefanie Neill, Melinda Weatherford

The meeting convened at 3:30 PM on Tuesday, October 22 2013 in the IOB Conference Room.

Agenda Items:

- A. Introduction of new members and guests
- B. Elect Chair – Don Correll was nominated, accepted, and was re-elected with a unanimous vote.
- C. Confirm meeting dates and times – The fourth Tuesday at 3:30 is currently working for fall quarter. The secretary will review class schedules and faculty availability to suggest the meeting time for winter quarter.
- D. Orient new members and tenure-track faculty in attendance – Don provided an informational handout for new faculty and quickly reviewed the guideline page numbers to access important information.
- E. Discuss Syllabi – Don's handout also included recommendations for class syllabi, which were briefly covered.
- F. Determine committee to review guidelines – Mary Leach and Don Correll volunteered to work together to suggest any necessary guideline revisions. The committee also gave the secretary authority to make day to day guideline updates that would not require committee initiative or approval.
- G. New Business – Agenda items for the winter meeting were identified:
 - o C vs. C- grade requirement for prerequisite courses
 - o Academic probation workflow
 - o Transfer policy
- H. Old Business – Responses are still needed from some departments on the C vs. C- prerequisite requirement before committee discussion may be taken forward.

Members will be sent a meeting reminder and agenda or notice of cancellation prior to the next meeting which will be scheduled sometime mid-February 2014; barring any student academic grievances that may be initiated between now and then.

The meeting was adjourned at 3:55 PM.

Respectfully - ASC Secretary, Sandie St. Onge