



## Academic Standards Committee

**December 8, 2014**

### Meeting Notes

#### Members Present:

Don Correll, Kathy Stafford, Lisa Matye Edwards, Louis LaPierre, Mary Leach, Rick Swee, David Rosi, Nichole Seroshek (Registrar, non-voting ex-officio), and Sandie St. Onge (Secretary)

**Members Not Present:** Virginia Tapia (ASLCC Representative), Jim Franz, and Kam Todd

**Guests (Tenure Track Faculty):** Liz Engel

The meeting convened at 2:36 PM on Monday, December 8, 2014 in the ADC Conference Room.

#### Agenda Items Discussed:

- A. Last Day to Register/Instructor Permission
  - Discussed current procedures
  - → Take discussion back to department for input – Does current procedure timeline need to be revised?
- B. Determination of Graduation GPA
  - Only college level courses (#100 or higher)
  - Computer using highest grade earned for retakes and multiple grades
  - Only three PHED credits are now counted as Instructional Council changed limit from six credits
  - → Take discussion back to department for input – What if under 100 level course is required for program?
- C. Pass/Fail, CLEP, and AP Course Issues
  - → Forward to Instructional Council
- D. Grade Scale
  - The question was raised - Now that “D-“ is no longer a grading option, and **some** courses require better than “C-“ to move on to next course level, should there be consistency a “C-“ be acceptable to move to the next level of all courses?
  - → Take discussion back to department for input - Should this move forward to Instructional Council?
- E. Reverse Transfer
  - Allows the transfer of final credits from another institution to complete a program at LCC. This has always existed, but LCC and WA wishes to encourage more use of the option. A new graduation application process needs to be developed to streamline the process without several additional steps by the student, who is currently required to

petition the Academic Standards Committee for last quarter in enrollment and to re-apply for graduation.

F. Instructor Initiated Withdrawal – Timeframe, Grade Posting/Removal

- V – Vanquished – reported at the beginning of the quarter. The goal is to catch non-attending students early.
- NA – Never Attended - reported at the end of the quarter
- F – Failed to complete course requirements, but did attend/log in. The last date of attendance is required when assigning this grade.
- Committee members suggested placing communication on the grading screen regarding the above grading options.
- ACTION ITEM – V option will be removed from Instructor Briefcase so faculty don't have the option to use it past the deadline of the first week of courses. Done on Dec. 9.

G. Credit for Prior Learning

- Standards are being built at State level as a consortium effort.
- Fire Science students are currently the largest population accessing credit for prior learning (industry certifications used to meet requirements).
- Some schools require portfolios developed through a portfolio class and writing examples.
- Students could test out for some requirements to show competencies.
- To meet accreditation standards, we need to be consistent and do what we say we are doing.

H. Committee Terms – Three years approved by departments

- Volunteers now being accepted for one, two, three year increments to start the new membership guidelines.

Members will be sent a meeting reminder and agenda or notice of cancellation prior to the next meeting which will be scheduled after winter class schedules are determined.

The meeting was adjourned at 3:51 PM.

Respectfully - ASC Secretary, Sandie St. Onge