



Academic Standards Committee

October 5, 2015

Meeting Notes

Members Attending:

David McCarthy, David Rosi, Kam Todd, Kendra Sprague, Louis LaPierre, Mary Leach, Nichole Seroshek (Registrar, non-voting ex-officio), and Rick Swee

Also Attended: Jacqueline Marr (representing Nursing and Allied Health), Gina Challed and Stefan Rijnhart (tenure-track faculty members) and Sandie St. Onge (Secretary)

A quorum was present and the meeting convened by Kendra Sprague at 11:08 AM on October 5, 2015 in the ADC Conference Room.

Agenda Items:

- A. Introduction of guests – Jacqueline Marr, Gina Challed, and Stefan Rijnhart introduced themselves as guests and the remaining ASC members also introduced themselves and indicated the department they represent.
- B. Nominate Chair and vote – Nominations were opened and David Rosi volunteered for the position of committee chair. He received a unanimous vote and continued the meeting as the 2015-16 committee chair.
- C. Nominate Subcommittee and vote – Mary Leach, Kam Todd, and Rick Swee volunteered to serve as subcommittee members. They were approved without a formal vote.
- D. Determine future meeting dates, times, location
 - o Monthly for full committee – Second Monday at Noon in ADC 144B
 - o Twice monthly for subcommittee – First and third Tuesday at 11:00 in ADC 144B the first Tuesday and ADC 159A the third Tuesday.
- E. Review and approve draft ASC Guidelines – A motion was made to approve the guidelines pending approval of the *Administrative Policy 310 - grading policy* changes that require full campus policy review procedures. The motion was approved. Sandie will post the newly approved guidelines to the website. A second motion was made and approved to revise page 16 “V” grade verbiage to match page 18 “V” grade verbiage by removing *to open a place for a student on the waiting list*. Sandie will make that revision prior to posting the newly approved guidelines to the website and Kendra will take that revision to Cabinet to be included in the full campus policy review process.
- F. Committee access to shared file – All faculty and staff members of this committee have been given “read only” access to the shared Academic Standards Committee folder so they may access student petitions, committee decisions, meeting notes, and the guidelines to prepare for participation at meetings.
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Members will be sent a meeting reminder and agenda or notice of cancellation prior to the next meeting which is currently scheduled for Monday, November 9 at 11:00 A.M. in ADC 144B.

The meeting was adjourned at 11:38 A.M.

Respectfully - ASC Secretary, Sandie St. Onge

Distribution:

TBD

David Rosi

NA

Lois LaPierre

Kam Todd

David McCarthy

ASLCC Representative

Business & Information Technology

Humanities

Natural Sciences

Industrial Technology

Language & Literature

Rick Swee

Kathy Stafford

Mary Leach

Kendra Sprague

Nichole Seroshek

Sandie St. Onge

Mathematics

Nursing & Allied Health

Social Sciences

Interim Vice President for Student Success

Registrar

Secretary