



Academic Standards Committee

December 7, 2015

Meeting Notes

Members Attending:

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

Also Attended: Sandie St. Onge (Secretary), Jason Malozzi, and Shari Samuels

The meeting was convened at 12:02 P.M. on December 7, 2015 in the ADC Conference Room by Chair, David Rosi after it was determined that a quorum was present.

Agenda Items:

- Introduction of guests – Jason Malozzi and Shari Samuels from Kyle Hammon’s instruction division

- Agenda items as identified
 - Petition Procedure (include sub-committee authority) - approved
 - Academic Grievance (remove red type faced verbiage) - approved
 - Academic Reinstatement Process (allow suspended students with temporary probation to enroll for next quarter) – approved, but revert to suspended and withdraw from next quarter pre-enrolled classes if a minimum of five credits with a 2.00 is not achieved. Work with Nichole to determine this process.
 - Determine meeting dates and times for winter quarter
 - Tuesdays from 11 to noon – 2nd Tuesday for full committee, 1st and 3rd Tuesday for sub-committee
 - Late withdraw – Why 8th week? What about enforcement with petitions? – This topic had lots of discussion and will be placed on the agenda for the January meeting. Take back to departments to gather additional input.
 - The 8th week cutoff has gone back and forth over several decades and is currently in place to meet financial aid requirements.
 - Late withdraw is typically approved if documentation is submitted for extenuating circumstances or a faculty/staff advisor provides written support.
 - Suggestions to take back for department discussion included developing a rubric of criteria to determine approval or denial, such as considering the level of coursework being attempted (pre-college or college level), using a tenth week cut-off (rather than established eighth week) prior to requiring an ASC petition, and auto approval by the Registrar if rubric criteria are met.

- Committee members reviewed one petition for late withdraw that included neither extenuating circumstances nor faculty support. The request was denied and it will be suggested that the student use the Retake Policy for grade improvement.

Members will be sent a meeting reminder and agenda or notice of cancellation prior to the next meeting which is currently scheduled for January 12, 2016 at 11:00 A.M. in ADC 144B.

The meeting was adjourned at 12:38 P.M.

Respectfully - ASC Secretary, Sandie St. Onge

Distribution:

Kacie Wilson	ASLCC Representative	Rick Swee	Mathematics
David Rosi	Business & Information Technology	Kathy Stafford	Nursing & Allied Health
NA	Humanities	Mary Leach	Social Sciences
Lois LaPierre	Natural Sciences	Kendra Sprague	Interim Vice President for Student Success
Kam Todd	Industrial Technology	Nichole Seroshek	Registrar
David McCarthy	Language & Literature	Sandie St. Onge	Secretary