

MEETING MINUTES

Work Group:	Academic Support Subcommittee
Meeting Date:	Thursday, September 22, 2011
Meeting Time:	3:30 PM
Attendees:	Osvil Acosta-Morales, Todd Jones, Dante Mohammed, David Thomas, Alison Tasch, Kelly Connelly, Mary Anne Yannuzzi
Facilitator:	Osvil Acosta-Morales
Location:	W2-3E
Topic:	Various Topics

Discussion Points

Select Chair-person/Co-chairs

Both motions to have Osvil Acosta-Morales and Bhavesh Bambhrolia as co-chairs are passed.

Transfer of Credit Policy and Completion of Registration Policy

Both revised policies were passed at the IWC Meeting held in June.

Academic Integrity Workgroup

The purpose of the workgroup is to help promote academic integrity until a college-wide policy can be created. Osvil Acosta-Morales will be updating this subcommittee with the group's activities when they get closer to developing policies. Though some departments have been making their own efforts in this area, the purpose of this group is to make college-wide guidelines. Faculty do not always understand the guidelines in the handbook and students often are not aware of them.

Faculty Withdrawals Policy Revision

At the end of last year the English Department Co-Chairs came to this committee with a proposal to modify P & P #5; they were concerned that some faculty were too quick to drop students and saw some discrepancies between the policy and common practice. Members of this group met with various faculty (including distance ed.) and revised the proposal and resubmitted to the department. The revised proposal emphasized P& P#5 as being an attendance policy, and, in order to have consistence for distance education and various on campus courses, the guideline of a student being absent for 2 weeks was changed to being absent for 20% of the course instead. For 15 week classes however, 20% translates into 3 weeks, and faculty were concerned that this gave the ok for students to miss this much class, but it is up to faculty discretion in these cases to fail the student if they miss too many classes even though they may not be able to drop them by P&P5.

In order to simplify the issue of the percentage, the committee could create a table that showed what that translated into depending on how often the class meets and the part of term. It also needs to be made explicit that students are not to be withdrawn for poor performance; it is for poor attendance only.

Osvil Acosta-Morales moves to draft a memo to department heads responding to their concerns and attempting to clarify policy based on their feedback. Todd Jones seconds. Motion approved by all.

Adjourn 5:00 PM

Respectfully submitted by Rachel Lang-Townsend

Next Meeting

Thursday, October 27 at 3:30 PM in W2-3E