

Academic Support Standing Subcommittee  
Meeting Minutes  
November 17, 2011

\*December 2011 Updates\*

Members Present: Osvil Acosta-Morales, Bea Jones,  
Betty Handy, and Marline Paramour

The meeting was called to order at 3:35 pm.

Last month's minutes were not available for review. They will be distributed through email to all members when available

Old Business

December Meeting Date

Based on feedback from the members present and from feedback received by email from those not present, the December meeting was set for December 15, 2011.

\* The December meeting was cancelled due to lack of work for the subcommittee to complete. \*

Absenteeism Policy

It was decided that the best way to address the ongoing issues surrounding the proposed change to P & P #5 was a simple solution that put the matter back in the hands of those that proposed the policy revision. It was agreed that Frank Hoffman would be sent a short email saying that the subcommittee is not ready to proceed with the proposal as it stands. More details in the message were thought not needed and potentially problematic.

\* Following a brief email exchange, Osvil met with Frank Hoffman and Cindy Giddle to better assess their position regarding this proposed revision. The possible revision of P & P #5 will be raised for discussion at the next meeting of the Department Heads Council in January 2012. \*

Academic Standards and Progress Policy

The issue of MP being considered a successful grade, particularly after a period of academic probation is something about which Dr. Curtis expressed concern when a revision to this policy was last proposed. So, the existing policy (P & P #8) was reviewed and modified by the members present to indicate that MP is not a successful grade. This revised version will be sent back to Dr. Curtis for approval. First, the IWC will be contacted. It is not clear if the IWC will have to formally meet and approve it again before passing it to Dr. Curtis.

\* The IWC was forwarded the newly revised version of P & P #8. \*

Pending Policy Revision Approvals

Two policy revisions (P & P #12 and P & P #13) sent by this subcommittee to the IWC and approved by the IWC during Summer 2011 have not yet been approved by Dr. Curtis. Other matters sent to the IWC after that have been approved by Dr. Curtis. Bea will follow-up on this.

\* Both policy revisions have been approved by Dr. Curtis.\*

The meeting was adjourned at 4:55 pm.