

Community College of Philadelphia

The Path to Possibilities™

Meeting Minutes

Academic Support Standing Sub-committee

February 24, 2011 3:30 PM

W2-3E

Present: Osval Acosta-Morales, Bhavesh Bambhrolia, Joan Bush, Betty Handy, Bea Jones, Todd Jones, Bettsey McCoubrey

I. The meeting was called to order by B. McCoubrey at approximately 3:35 pm. Todd Jones agreed to take the minutes for the meeting.

II. Minutes were approved from subcommittee meetings held in September, October and November of 2010. The subcommittee did not meet in December or January.

III. Old Business

- Drafts of Policy Revisions, approved by the Sub-Committee

Acosta-Morales and McCoubrey are members of the college-wide Integrity Work Group. They will share the current draft revisions of Memorandum No. 3 (Academic Integrity, 2/17/11, with the college-wide group for comments, along with the Sub-Committee's draft of Academic Integrity Definitions.

- Revised Procedures for Handling and Reporting Academic Integrity Violations

The draft from December 2010 was discussed. It will eventually become part of the more general academic integrity policy.

The subcommittee needs to consult with Dr. Gay and the college-wide group that is also addressing academic integrity. All parties need to work together to craft a formal proposal.

There is a need to identify an academic integrity officer.

It is thought that the Student Affairs Division has software that maintains data on student discipline. We should check to see if it exists and if it can be adapted for violations of academic integrity.

IV. New Business

- Policy on Transfer Credit, presented by B. Jones

An appeal process needed to be added to the policy because it is mandated by a statewide statute.

Also added was clarification of the lowest grade accepted for transfer from another institution (C-). It was suggested that the language in reference to courses completed at non-regionally accredited institutions be made clearer to communicate that credit earned from such institutions does not transfer.

J. Bush and T. Jones will review the document and provide feedback prior to the next subcommittee meeting.

- Academic Standards and Progress Policy

B. Jones distributed as a point of information. The progress policy has become more strict due to federal regulations. Students and counselors will need to be informed of changes.

V. The meeting was adjourned at 4:50.