

# Community College of Philadelphia

## MEETING MINUTES

<b>Work Group:</b>	Academic Support Subcommittee
<b>Meeting Date:</b>	Thursday, October 22, 2015
<b>Meeting Time:</b>	The meeting was called to order at 3:40 p.m.
<b>Attendees:</b>	Bonnie Harrington, Kelly Connelly, Tarsha Walton, Gim Lim, Todd Jones, Carlos Diaz, Wendy Kohler, Lynette Luckers, Shayla Robinson, and Joan Bush
<b>Facilitators:</b>	Todd Jones
<b>Location:</b>	BG-07G
<b>Topic:</b>	Various Topics

### Discussion Points

#### Review of Minutes

The minutes from the October 1, 2015 were reviewed by the committee.

A motion to accept the minutes was made by Kelly Connelly and was seconded by Tarsha Walton. All members voted yes to approve the minutes.

#### Old Business

1. Todd Jones presented P&P 8, Policy on Grading Systems, Academic Standards, and Progress.

- P&P 8 that is posted on the portal does not include the revisions that were recommended to IWC from this Committee in September 2014, yet the date on the policy is September 2015. Joan or Todd will follow-up on this question.

Todd presented the issue of the Military Leave of Absence (M) is not included in section VI, Satisfactory Academic Progress Requirements for Students Receiving Financial Aid. There was discussion of where M grade should be included.

Todd Jones proposed that the Military Leave of Absence (M) grade be included in E. – Incomplete (I) or Unreported (NR) grades are counted as attempted credits. The Committee also thought Withdrawals (W) should also be included. A motion to include the M and W grades in E. of VI. Section of P&P 8 was made by Kelly Connelly and was seconded by Tarsha Walton. All members voted yes to approve the motion.

2. Todd Jones explained to the committee that the revisions to P&P #10 - Academic and Time Amnesty were never presented to the IWC. It was noted that further edits needed to be made

(grammar) to the policy. Joan said she would make the edits and send to Todd and Bonnie.

**New Business**

1. P&P #6 - Determining Eligibility for Graduation and Issuance of Diploma and P & P #12 – Policy on Transfer Credits.

The committee members discussed residency requirements. Bonnie Harrington will present proposed changes to both policies (6 and 12) at the November 19, 2015 meeting.

2. Due to the reorganization of the College on July 1, 2015, the question of employee titles was raised. Todd will inquire with the IWC if there will be a broad revision to all policies that include titles or if this will be done in a different manner.
3. Todd announced that Jocelyn Lewis (faculty alternate) will not be able to make any meetings of this committee this year and that he had contacted Steve Jones for a replacement.

The meeting was adjourned at 4:30 p.m.

The next meeting will be held on November 19, 2015 at 3:30 p.m. in BG-07.