

## Academic Standards Committee

Minutes, November 8, 2004

Present: Wayne Alt, Cassidy Chesnut, Marian Herb, James Hershey, Steve Kabrhel, Donna Links, Eric Miller

Absent: Excused: Judith Maisey, Carol Roush

### Action decisions:

Election of Chair: Wayne Alt  
Election of Secretary: Donna Links  
Selection of regular meeting times: 3:00, Monday after Senate meeting at the same Campus

Role of the committee: The committee spent much of the meeting discussing what other campus groups should interact with the Academic Standards Committee. An initial list was compiled, along with the people who could discuss concerns with the committee:

- Policies about enforcing pre-requisites – Chris O’Kane
- Title III Advisory Board – Donna McKusick
- Learning Outcomes Assessment Advisory Board – Lynne Mason and Cynthia Roberts
- Distance Learning Advisory Panel – Tinnie Ward
- Early Alert – Karen Schulz
- Academic Advisement – Alicia Harvey-Smith
- General Education Review Board – Rose Mince

This year will be one of learning as we go and determining our role within the college’s myriad of committees and task forces that develop policy. The Academic Standards Committee (ACS) sees its role as having the authority to recommend and revise policies for forwarding to the College Senate and then to Cabinet. It will investigate issues and present solutions, either self generated or as recommendations from other bodies. The ACS will accept charges.

Other possible areas of concern are academic dismissal/probation policies, hiring standards for adjuncts, weekend scheduling, and standardization across the college.

### Assignments:

1. Cassidy Chesnut will reserve a meeting location for the Essex meetings. Donna Links will a meeting location for the Dundalk meetings. Steve Kabrhel will reserve a meeting location for the Catonsville meetings. Donna Links will send out a schedule of meetings based on the Senate schedule.

2. Mission statement: Cassidy Chesnut will research mission statements for similar committees at other community colleges. Wayne Alt will draft a mission statement for committee reaction.
3. Future agendas: Wayne Alt will invite members of the college community who can address the committee on issues raised above.