

**Academic Standards Committee  
Minutes of the November 5, 2014 meeting**

**Attendees:** P. Angelastro, E. Frechette, T. Latella, K. Plunkett, I. Rios-Knauf, J. Ward (outgoing chair), J. Zupkus

The meeting was called to order at 3:07 PM

**Minutes of the previous meeting**

A motion was made by K. Plunkett to approve the minutes of the previous meeting. Motion seconded by P. Angelastro. Motion passed unanimously.

**Old Business**

- The Safe Assign anti-plagiarism software was discussed. Dean Rios-Knauf suggested the implementation of a student tool that would identify to students where they have plagiarized. She also called for the Academic Standards Committee to endorse the faculty use of Safe-Assign by recommending that Distance Learning's Carrie Horvath conduct a workshop on its application.

**New Business**

- The composition of the ASC roster was discussed. Several members have cycled out of membership. Dean Rios-Knauf called on the committee to recommend that each division be represented by two faculty members, not just one. The committee reviewed how the membership was made up in the past, who is currently representing which academic division, and what other areas of the college should continue to be represented. Student representatives have not been a consistent presence. A decision was made to add one student representative to the roster.
- A motion was made by J. Ward to nominate J. Zupkus as ASC chair. Motion seconded by P. Angelastro. Motion passed unanimously. J. Zupkus to take over as chair at the Dec. 3 meeting.

**Next Meeting** Dec. 3 at 3 PM

Meeting adjourned at 4:05 PM

Respectfully submitted by L. Frechette November 5, 2014