## ASC Meeting Minutes

Date: April 1st, 2015	ate:	April 1st,	2015	
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Meeting called to	April 1st, 2015 at 3:02		
order at:	p.m.		
Attendance:	<u>Members</u>	<u>Alternates</u>	<u>Unofficial</u>
	x_Lisa A		
	x_ Peter A		
	x_Joan A	Eileen G	
	x_Liz F	Stephan G	
	x_Michael Hayes	John L	
	x_Terry L	Ben M	Bonnie Goulet
	x_Hien N	Charlotte C	
	x_Kathy P		
	x Elma S		
	x Wade T		
	Joe W		
	x_Janet Z		
Previous Meeting	Date: March 2015	Motion to accept minutes: passed	Discussion: none
Minutes	Motion by: Elma		2.000.00.00
Williages	Second by: Peter		
Old Business	Topic	Discussion	Action
014 245111655	1. Membership	Nothing new to discuss. The dean	Janet will leave
	structure	was sent the number of alternates	the issue on the
	Structure	for faculty, the dean has not	agenda till next
		responded. Peter suggested that	ASC meeting
		matter be taken to the agenda	7.50 meeting
		committee meeting	
		Committee meeting	
		Terry – All 4 CSUs accept a C The	
	2. BOR College	C- is taken as general credit but	
	Policies of	within programs with a C	
		requirement students have to	
	minimum grade for	retake course. NVCC only transfer	
		,	
	transferability	in Cs. (Terry) could they come in as	
		a general elective? Joan - only	
		General studies have general	
		electives. Janet raised the	
		question about how the transfer in	
		grade would be reflected on the	
		transcript. If students want to	
		graduate with a transferred in a C-	

		Division Directors make decision on a case by case basis (Peter). If C- is accepted throughout, prerequisites have to be changed and process standardized for academic integrity.  Janet – This will be an ongoing discussion	Joan discuss the matter at the next Registrar's meeting  Janet to look into Manchester catalogue to verify prerequisite  Peter has a contact at CCSU with whom he will have a conversation concerning the C-  Joan to also discuss at Academic council
New Business	Topic  1. Change of grade	Discussion The discussion was particularly centered on the "I" (incomplete) grade Change of grade from an "I" is generally difficult. Sometimes students are given a Letter grade to reflect work completed so far, instead of the "I' then when the student completes the remainder of the course requirement the change is made, that seem to be easier than trying to change from an "I". There is lots of paperwork and justification from the "I" grade that is not required if it is another grade. Incompletes are just difficult to manage, and in the past there was a large volume of Incompletes. (Peter) Math department does not like giving "I" normally that student is the one who would have difficulty	Action  Wade to draft change of grade language  Invite the Dean to the next meeting to have her

	2 Decrée List aritoris	succeeding at the next level. The question was asked could an "I" preclude registration. Students register for the next level and then get an incomplete on the prerequisite.  We may need some change of grade language in the catalogue and also place in the syllabus Kathy suggest that policy should be in syllabus between faculty and student	opinion on the incompletes
	2. Dean's List criteria	The new policy was established two years ago and cannot now be changed	
	Website	Janet is getting website up to date	
Meeting adjourned at: 3:58 p.m.	Motion made by: Peter Seconded: Lisa	Motion to adjourn passed	
Next meeting:	May 4th, 2015 at 3 p.m.	Will check year end summary for approval	
Respectfully submitted:	Elma Solomon		