

**Academic Standards Committee Monthly Meeting Minutes
for November 1, 2016, 3-4 PM S502**

In attendance: Liz Frechette, Joan Arbusto, Janet Zupkus, Terry Latella, Hien Nguyen, Peter Angelastro, Elma Solomon, Wade Tarzia, Monica Pirotta.

Subjects, Discussion, and Results

Remove Hayes and add Franco as new student representative.

Agreed.

Read the last minutes.

Last minutes read and accepted by all present.

Old business – Discuss membership rotation.

Discussion ensued. There was no response from the Dean on this issue.

Old business – Discuss optimal class size; report on results of literature review.

This topic generated much discussion. There was agreement that we should do additional literature review for further discussion.

Two members who had done a literature review summarized some trends: In math, 30 largest class size; in development math, 18-20. In general science, under 50 is best. In writing-intensive humanities and psychology courses, 15-20 largest.

We agreed to include further thought about recommended numbers in the lab portion of lab sciences.

We agreed we should raise these topics in division meetings.

We agreed we needed to bring in an outside speaker such as Carrie Horvath to discuss this topic for distance learning courses.

The definitions of maximum class enrollment vs. optimal class size were clarified.

We agreed that student success was the most relevant factor to address in evaluating standards for optimal class size, after discussing other variables such as faculty stress, which is difficult to measure.

We agreed that optimal class size for winter/summer (compressed) classes is an additional subject to consider.

New Business – General education degree requirements. The college has no policy for the number of 200-level courses required in a general education degree.

We agreed to put this item on the agenda for future discussion.

New business – Faculty Senate – Shall the committees for Academic Standards, CEAC and Student Affairs report to the faculty senate for governance (so that the senate can best report to the president).

We agreed that the faculty senate needs to send us more information.

Next minutes taker: Tammy Marquis.

Move to adjourn.

Motion made and seconded.