

Community College *of* Philadelphia

MEETING MINUTES

The Standing Committee on Academic Affairs - Sub-Committee on Academic Support

Jan 22, 2009

3:30pm W2-3E Counseling Center Conference Room

Community College of Philadelphia

1700 Spring Garden Street Philadelphia, PA 19130

Attendance: Members not present at meeting are crossed out.

Administrative Appointees		Federation Appointees	
Appointees	Alternates	Delegates	Alternates
Bhavesh Bambhrolia	Leah Hollis	Lorraine Barber	Todd Jones
Fran DiRosa	Marline Paramour	Diane Freedman	Gina MacKenzie
Sandra Gonzalez- Torres	Susan Tobia	Betsy McCoubrey	Carmen Serrano
Beatrice Jones		Alison Tasch	
Student Appointees		Guests Present	
Delegates	Alternates	Pam Gallimore	
Valerie Cesar	Sadiq Garner	Mary Anderson	
Dolly Rosado	Diana Hill		
Alexis Shea	Jasmine Roper		
Jason Wallace	Mark G. Thomas		
Marquita Buchnan	Malika Rochester		
	William Lloyd		

I. Call to Order

Sandra called to order the regular meeting of the Standing Committee on Academic Affairs – Sub-Committee on Academic Support at 3:30pm.

II. Approval of Minutes

Motion: Approval of minutes was done by email with amendments. There was sufficient quorum to vote to approve the minutes.

Amendments to Oct 23 meeting notes:

III. The note on students staying out for the summer needs clarifications.

Suggestions: Students can now use the summer term as their semester to sit out after having been dropped for poor scholarship or insufficient progress.

Under Suggestions and Concerns

Another major concern raised at the meeting was the schedule of the minimum required cumulative GPA and cumulative credit hours attempted. There was a concern that a student with a GPA of 1.85 with 49-59 credit hours attempted would not be able to attain the minimum 2.0 to graduate without taking more credit hours than needed. That concern led to the added concern about the “D” grade counting as successful completion.

Amendments to Nov 21 meeting notes:

III. 2nd paragraph, 2nd sentence: This is different “from” reinstatement due to...

IV. 1st sentence: Alison recommended we read “the notes of” the Sub-Committee...

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III. Discussion:

Regarding "Process and procedure for "how to and who may" propose policy to Committee"

Pam Gallimore was invited to discuss this topic. At the last meeting there was a question related to the purpose of standing committee's role in proposing policy. This question came up once before.

In a prior meeting, Fran brought up the issue whether the standing committee has the authority to bring up policy.

Pam stated that if the committee were to put forward a policy recommendation, it infers everyone agrees with policy, language, and intention. If everyone does not support it, it has to be discussed and vetted. Any individual can suggest policy. It does not have to be the committee. The concern is if the students are on board. The committee and the policy are not tied together. Pam is working with the Federation on process documentation.

Sandra inquired, because we have sub groups and we are each working on different topics, do we bring those to the table or do we propose when it's ready for voting. To this, Diane suggested bringing it back to the committee rather than working in isolation.

Regarding the "Add Policy":

Malika Rochester, student would like to join this group. Current members include: Bhavesh, Susan Tobia and Diane Freedman.

Discussion surrounded review of current add procedure within the Spring 09 Course Schedule book (a photocopy of page 17 was handed out). Students (not previously in attendance) supported the need for this to be procedure to be developed into a formal policy. They agreed that the policy needs to be standard and campus wide.

Regarding "Academic Honesty":

Not much time to discuss this topic so this will be introduced first at the next meeting. Some copies of the "rationale" developed by Bettsy McCoubrey and Todd Jones were handed out. Feedback was requested. Not everyone received a copy. We will make sure that this is emailed out to the committee before next month's meeting.

Alison Tasch, Marquita Buchanan, Mark Thomas (the last two students) would like to join this group. Current members include: Bettsy, Todd, Sandra Gonzalez-Torres and Marline Paramour.

Other:

Discussion led to Mark Thomas (student) mentioning student's confusion of where to find appropriate supports (academic or otherwise). Specifically, he mentioned student's confusion with the "Academic Advising" vs. "Counseling" Departments and what they do. Todd Jones explained that workshops

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during New Student Orientation and throughout the year are conducted with this specific goal in mind (ie: explain roles of each department). This then led to further discussion of New Student Orientation and that not all students attend.

Overall, it was agreed that the issue is communication and that the College should work more closely with SGA to improve means of communication with students.