

# Community College *of* Philadelphia

## MEETING MINUTES

<b>Work Group:</b>	Academic Support Subcommittee
<b>Meeting Date:</b>	Thursday, October 27, 2016
<b>Meeting Time:</b>	The meeting was called to order at 3:36 p.m.
<b>Attendees:</b>	Tarsha Walton, Wendy Kohler, Gim Lim, Joan Bush, DeAndre Jones, Andrena Gibson, Bronwyn Lepore, Mary Yannuzzi, Melissa Altman-Traub, Michael Remshard, and Bonnie Harrington.
<b>Facilitators:</b>	Bonnie Harrington
<b>Guests:</b>	Jason Roscoe
<b>Location:</b>	BG-07G
<b>Topic:</b>	Various Topics

### Discussion Points

#### **Review of Minutes**

The minutes from the September 22, 2016 were reviewed by the committee. There was one grammatical error to be corrected.

A motion was made to accept the minutes, with the above note, by DeAndre Jones and was seconded by Melissa Altman-Traub. All members voted yes to approve the minutes.

#### **Old Business**

Bonnie Harrington explained to the committee that Dr. Gay's office is working on updating policies that were approved by the IWC on the College's Policy and Procedures Website.

#### **P&P 6 Determining Eligibility for Graduation and Issuance of Diplomas.**

The proposed changes were reviewed and include – the insertion of “Approved Prior Learning Assessment will count towards residency requirement” (in paragraph 4 under Student and College Responsibility in Determining Eligibility for Graduation), the change of students names “may” appear in the commencement program and not “will not” appear, and the paragraph regarding students enrolled in fall courses for the next academic year – they must request to the Dean of Enrollment Management for special permission to attend commencement.

A motion was made to accept the changes to P&P 6, by Mary Yannuzzi and was seconded by Bronwyn Lepore. All members voted yes to recommend the changes to the IWC.

**P&P 12 – Policy on Transfer Credits.**

Bonnie Harrington explained that the policy was approved.

**New Business**

Bonnie Harrington introduced the issue of repeat grades as it is stated in P&P #8 – Academic Standards and Progress. Bonnie indicated that the wording of repeat grades does not mirror what is on the student’s academic audit (MYDEGREE Path). Recommendation is to change - *II*.

*Policy on Repeated Grades* – “when a course is repeated the **highest grade** will be included in the GPA calculations. Although all prior grades will appear on the academic transcript.”

A motion was made to accept the change to P&P #8, by Melissa Altman-Traub and was seconded by Mary Yannuzzi. All members voted yes to recommend the change to IWC.

Gim Lim raised the question about Gateway at College and ACE (Advance at College) students entering college with a possible deficit on their transcripts. After discussion, Michael Remshard requested for the committee to discuss P&P 10 – Academic and Time Amnesty at next month’s meeting.

Motion was made to adjourned the meeting at 4:37 p.m. Motion by Tarsha Walton, seconded by Mary Yannuzzi.

The next meeting will be held on November 17, at 3:30 p.m. in M2-34.