

	Present	Absent
Anne Angstrom	X	
Tatiana Arzivian	X	
Karen Buonocore	X	
Cindy M. Campbell	X	
Michael A. Chiacchiero	X	
Marius Coman	X	
Jacquelyn Davis		X
Cynthia Enslin		X
Christy Gilfert	X	
Dale Hoover	X	
Qin Liu		X
Karen N. Maguire	X	
Thomas S. Mohundro		X
Yadab K. Paudel	X	
Garnett Salmon		X
Deborah H. Selman	X	
Melanie Ulrich	X	
Tejendrasinh Vala	X	
William VanGlabek	X	
Denis Wright		X

Academic Standards Committee Meeting

Lee – AA-177; Charlotte – E-105; Collier – G-109; Hendry/Glades – A-106

February 15, 2019

11 am – 12 pm

- Meeting called to order at 11:04 am by Cindy Campbell.
- Approve meeting minutes from 1/18/2019 – two corrections (“corrections” spelled wrong on the last page, Yadab Paudel was present); Dale Hoover moved to approve, seconded by Yadab Paudel.

Discussion Items

Old Business

1. Update on video of the Academic Dishonesty Tracker – update from Christy Gilfert that Dr. Bukowski received information from e-learning this past week for creating the video and he is working on a script to submit to them next week as the next step.
2. Faculty teaching their own children question – Melanie Ulrich sent a first draft to Cindy Campbell and shared at the meeting. The committee went through it initially with a few changes. Cindy Campbell will send the updated draft from Melanie Ulrich to the committee members to look at it again and then will send it to Dr. DeLuca for feedback. There is a COP for outside entity conflicts of interest so we want to make sure we call this something else. Cindy Campbell will ask Dr. DeLuca if anyone else should also review it.

3. Updating Faculty Handbook – TLC reviewing; Cindy Campbell asked if everyone was able to access the file on Google docs. William VanGlabek stated he could not access the document. Christy Gilfert is sending sections to appropriate individuals for review and will ask for their feedback by our meeting next month (see list below). The Organizational Chart link needs to be corrected as it leads to a “Page Not Found!” page on the FSW website. The committee feels most of the areas have links to the website so will remain current. Cindy Campbell asked about including information on OERs – when we read through the textbook area we feel the wording is broad and would include OERs.

Sections Christy Gilfert is sending for review (as mentioned above):

- a. Academic Integrity Policy
 - b. Academic Support Centers
 - c. Academic Advising, Career and Transfer Center
 - d. ADA Accommodations – Office of Adaptive Services
 - e. Attendance Verification Process
 - f. Family Educational Rights and Privacy Act (FERPA)
 - g. FSW Bookstore
 - h. Student Engagement
 - i. New Student Orientation
 - ii. Student Engagement and Campus Activities
 - iii. Student Government Association and Student Representation
 - iv. Student Clubs and Organizations
 - v. Student Organization Advisors
 - i. Student of Concern
 - i. What to do
 - j. Testing Center
 - i. Postsecondary Education Readiness Test (P.E.R.T.)
 - ii. Online Proctoring Services
 - iii. English for Academic Purposes (EAP) Placement Test
 - iv. College-Level Examination Program
 - v. The College-Level Mathematics
 - vi. ATI TEAS
 - vii. Pearson VUE
 - k. Mental Health Counseling
 - i. Counseling for Students
4. Reviewing Catalog for needed changes to coordinate with Faculty Handbook

New Business – None

The next meeting will be on 3/15/2019.

Motion to adjourn was presented by Dale Hoover and seconded by Karen Buonocore.

Meeting adjourned at 11:41 AM.