

February Academic Standards Meeting
Minutes
March 2, 2012

In Attendance: Dr. Peggy Romeo, Dr. Eileen DeLuca, Dr. Ron Smith, Natala Orobello, Dr. Christy Gilfert, Dr. Ann Eastman, Sara Dustin, Dr. Rosalind Jester, David Luther, Dr. Maria Cahill.

Discussion opened on reworking the COP on textbook adoptions.

1. Dr. Maria Cahill said that she would combine guidelines 4 and 10 into a group (maybe using a) and b). She also wanted clarification on bundles and unbundled.
2. Dr. Eastman said may be put 3,4 and 10 together.
3. Dr. Maria Cahill asked at what point is a book not common? Discussion followed and the agreement noted that a book is common if it is ALL sections throughout district.
4. Dr. Eastman stated that there is another textbook committee active. They were thinking about making a textbook valid for three years.
5. Professor Orobello said that the selection of auxiliary textbooks is going OK in the communications discipline.
6. Dr. Cahill said that that professor that does not fill out paperwork for textbook may not get text book into bookstore or course. She plans to have herself or designate check paperwork.
7. Dr. DeLuca said that Guideline 11 should be removed.
8. Dr. Cahill said that fulltime English professors would select supplemental textbook for adjuncts.
9. Dr. Romeo said they should try to bring in adjuncts whenever possible.
10. Next meeting will be April 6th at 2 PM. The topic will be looking at scheduling students for graduation.

The meeting was adjourned at 2:45 PM.