ACADEMIC POLICY AND STANDARDS COMMITTEE

2/17/05 MEETING MINUTES - **DRAFT**

In Attendance:	Andy Karafa	John Jablonski
	Melinda McMartin	Randy Vance
	Tracey Ward	Larry Schult

Regrets: Susan Hastings-Bishop, Helen Woodman, Elies Kouider, Nathaniel Tymes

Meeting Opening – Andy Karafa:

- Called the meeting to order
- No previous minutes to review
- Reviewed senate response to letter sent regarding committee work:
  - Was poorly handled, communications break-down
  - A new group now to work with
  - A misunderstanding of committee's function
  - Assistance from Roxanne Cullen to get back on track
  - Given three policies to look at (see below)

New Business

- Item #1 – *Second Baccalaureate or Second Associate Degree*
  - Wording change
    - Moved to submit with change, second, passed
- Item #2 – *Religious Holidays*
  - Wording change – more student friendly
    - Moved to submit with change, second, passed
- Item #3 – *Requirements For A Grade of "Incomplete"*
  - Wording Change – for clarification
    - Moved to submit with change, second, passed
- Motion to adjourn, second, vote, adjourned

Respectfully Submitted – Larry Schult
Cc: Committee Members, Tom Oldfield (ex-officio), Paula Hadley-Kennedy (Academic Senate)