

**Academic Standards and Assessment Committee**  
**Meeting Minutes**

Meeting Date: 15 Oct 2021, noon – 1:00 p.m.

Meeting type: BlueJeans meeting

Meeting Facilitator: Susanne Bentley, committee chair

Committee Members Present: Eric Andersen, Dorothy Callander, Stephanie Davis, Sam Lackey, Daniel Murphree, Oscar Sida, Ronald Straight, Glen Tenney, Mike Whitehead.

Ex Officio Members: (not present) Bill Brown, Jennifer Brown, Jake Rivera, Brandis Senecal

Item 1

- The committee reviewed a request for non-traditional credit and determined that the application lacked syllabi for the classes and no explanation of how the non-traditional credit met student learning outcomes. The committee also reviewed the non-traditional credit wording from the 2021-22 GBC Catalog.
- Action: The committee voted unanimously to table the request because no syllabi or explanation of how the non-traditional credit meets the student learning outcomes on syllabi were attached. Susanne will contact the instructor and request detailed information.

Item 2:

- The committee reviewed and discussed changes in the current catalog wording regarding general descriptions for grades. Catalog changes are attached (#2).
- Action: Glen Tenney and Oscar Sida will review the wording and report to the committee at the next meeting.

- Item 3:

- The committee discussed whether to review the GBC student conduct policy on academic dishonesty outlined in the 2021-22 GBC Catalog. Catalog language is attached (#3).
- Action: The committee voted unanimously to request more information from Dean Mary Doucette. Susanne will invite Dean Doucette to the next meeting.

Item 4: The next meeting will be held online at 11 a.m. on Nov. 19, 2021.

Adjournment: The meeting adjourned at 1 p.m.

Attachments:

#1: "How to Obtain Credit for Your Knowledge and Prior Learning Experience Education"

#2: "Grade Descriptions"

#3: "Student Conduct Policy/ Academic Dishonesty"

Respectfully submitted by Susanne Bentley

#### Addendum to October 15 Minutes

On November 4, the instructor who approved the non-traditional credit request that the committee reviewed on October 15 sent additional materials and an explanation of why there were no syllabi attached.

Chair Bentley sent the information to all committee members requesting a vote.

As of November 6, 2021, eight of the ten committee members voted to approve the non-traditional credit request. Two committee members did not vote.