

BRONX COMMUNITY COLLEGE
of the City University of New York
Committee on Academic Standing
Minutes of February 14, 2018

Present: Rasheen Allen (Biology), Nicholas Anuku (Chemistry), Bryan Betancur (Modern Language), Gregory Cobb (Social Sciences), Teresa Fisher (Communication), Anthony Gatto (Art & Music), Paul Jajairam (Business), Mehdi Lejmi (Math), Eugene Mananga (Engineering, Physics and Technology), Octavio Melendez (Advisement, OAA), Stephen Powers (Education), Stacia Reader (HPER), Wladyslaw Rocznik (History), Shirley Skelt (Appeals Agent, non-voting), Sa-Rawla Stoute (Student Dev), Karen Thomas (Registrar), James Watson (Library)

Present Alternates: Helen Papas-Kavalis (Nursing) – seated, James Simpson (Business)

Guests: Alexander Ott (OAA)

Absent/Excused: Erica Arcelay (SGA), Alam Gonzalez (SGA – Student), Sharmila Mukherjee (English), Elda Polanco (SGA), Anita Rivers (Registrar), Alnisa Shabazz (Nursing), 2 SGA reps

Absent/Excused Alternates: Olusola Alamu (Nursing), Syria Carrington (Registrar), Ellen Mareneck (Communication), Andrea Ortuño (Art and Music), Enyuan Shang (Biology), Kaemanje Thomas (Education), Marjaline Vizcarrondo (Social Sciences), Suzanne Zybert (Math)

1. **Call to Order:** 2:11 P.M., meeting called to order by Stephen Powers.
2. **Approval of the Minutes of November 8, 2017:** The minutes of November 8, 2017 were approved unanimously by the 13 members in attendance who were present at that meeting.
3. **Student Appeals:** S. Skelt reported on the appeals heard on November 15th and December 6th as well as during the January 2018 RISE advising. The 15 voting members present approved the November 15th appeals with 14 aye and 1 abstention (*Karen Thomas and James Watson were not yet present*). The 17 voting members present approved the December 6th appeals with 16 aye and 1 abstention. Members signed up for spring semester sub-committee meetings.
4. **CUNY Uniform Grade Glossary:** The Committee discussed the proposed First Year Freshman Forgiveness Policy (see proposal). Questions were asked and answered. These included how the policy would apply to transfer students and possible limits of it. A suggestion was made to change the word “applies” in part b to “forgiven”. S. Powers asked that members bring the proposal to their departments for feedback. He will send a revised version of the policy to the members. The policy will not be voted on in committee until the March 14th meeting so that departmental feedback can be solicited.
5. **Revision of Academic Rules and Regulations:** Alexander Ott reported on the proposed codification edits from the sub-committee’s work in January (see attachments). He noted this was being done to update the document so that it reflects policy changes, eliminates obsolete information, and corrects mistakes. During the process of making those changes, additional areas were identified where changes might be useful. Members will be sent an updated document before the 2/28 meeting that will highlight these proposed changes so members can review and solicit feedback on them.

6. **New Business:** S. Powers noted he had spoken with both the SGA president and Manny Lopez regarding the need for regular SGA representation at the CAS meetings. As there were new and returning members present, members introduced themselves.
7. **Adjournment:** 3:39 P.M.

The next meeting is scheduled for February 28, 2018, from 2-4 p.m. in the South Hall Conference Room. Additional spring semester meetings are scheduled for March 14 and 28, April 25, and May 9.

Respectfully Submitted,
Teresa A. Fisher, Recording Secretary

Handouts:

- First Year Freshman Forgiveness Policy proposal
- Full revised codification document and rationale document

Uniform Grade Policy
"First Year Freshman Forgiveness Policy Proposal - BCC"

XII. A college may choose to offer a First Year Freshman Forgiveness policy. If the student passes the course, they will receive the grade earned which will carry the designated GPA. If the student fails the course, the grade will be administratively converted to NC and have no impact on the GPA. This policy is limited to first year freshman as defined by the college.

8.8.6 (Proposed)

Clarifications and Definitions: (proposed)

- a. BCC defines a freshman as a student within their first two credit-bearing semesters
- b. A limit of 15 credits may be applied within the first year forgiveness
- c. A grade of F, WU, FIN can be converted to an NC under the BCC policy
- d. The student must request this administrative conversion in writing through the Committee on Academic Standing. This request must be accompanied by an academic plan prepared by an advisor

Procedure as aligned with the updated codification (in place)

8.8.4 Procedures to Appeal Administrative Grades

- a. Appeals of administrative grades are referred to the Subcommittee on Student Appeals of the CAS for review and recommendation to the CAS.
- b. Membership of the Subcommittee must always include the Registrar or designee, the Academic Appeals Agent or designee, and at least two faculty members of the CAS.
- c. The Subcommittee is authorized to request the instructor who assigned the grade, the Registrar's Office, and the student, to supply all available evidence it considers necessary in order to make its recommendation.
- d. Decisions are made by the CAS after recommendations of the Subcommittee are received. If the CAS approves the recommendations of the Subcommittee, such changes are noted on the student's permanent record.