

Committee on Academic Standing

MINUTES for October 9, 2013 (APPROVED 10/23/13)

PRESENT:

Rasheen Allen, Charmaine Aleong, Evangelia Antonakos, Grace Campagna, Ayesha Depay, Monique Fortuné, Anthony Gatto, David Hadaller, Sarah Hanssen, Helen Harrison, Mildred Hermina, Paul Jaijairam, Bilkis Kadri, Swan Kim, Laroï Lawton, Duane Lewis, Isabel Mirsky, Stephen Powers, Wladyslaw Rocznik.

The meeting commenced at 2:05 PM.

I. Introductions *Isabel Mirsky*

Isabel Mirsky introduced David Hadaller as the new representative for the Office of Academic Affairs, and Laroï Lawton, who is attending today in place of Zuwang Shen.

II. Approval of the Minutes of September 25, 2013 *Grace Campagna*

Minutes were distributed and reviewed. The Minutes were approved, 13 in favor, 0 against, 4 abstaining: Hadaller, Harrison, Kadri, Lawton.

III. Subcommittee on Student Appeals *Monique Fortuné*

Monique Fortuné distributed an informational chart summarizing 67 actions taken from September 26th through October 2nd. During that time, 49 Administrative cases were reviewed of which 16 were granted, five were denied, and 28 were tabled; 18 Statute of Limitations cases were reviewed of which five were granted, two were denied, and 11 were tabled; no dismissals were reviewed.

At the October 1st Appeals Subcommittee meeting, two Statute appeals were reviewed of which one was granted and one was denied. CAS asked that additional explanatory notes be added for each case. A motion to approve the October 1st subcommittee's recommendations, as amended, was approved unanimously.

At the October 2nd Appeals Subcommittee meeting, three Administrative appeals were reviewed of which two were granted and one was denied; five Statute of Limitations appeals were reviewed of which four were granted and one was denied. CAS asked that further explanatory notes be added for Statute Cases 1 and 2, such that oldest courses would be addressed first based on number of available credits of recent satisfactory progress, and that old remedial credits would be excluded from granted appeals. A

motion to table Statute Case # 4, in order to verify number of credits granted, was approved unanimously. CAS asked that Statute Case # 5 be split to grant the Fall 2005 portion of the appeal and deny the Fall 2006 portion of the appeal. A motion to approve the October 2nd subcommittee's recommendations, as amended, as to the three Administrative cases and the remaining four Statute cases was approved unanimously.

At the September 26th Appeals Subcommittee meeting, 18 Administrative appeals were reviewed of which 14 were granted and two were denied. A motion to approve the October 2nd subcommittee's recommendations was approved unanimously.

IV. Old Business

Isabel Mirsky

- A. Permanent Dismissal: CAS will table to a future meeting BCC's policy as to permanent dismissal in cases where attaining good academic status is feasible.
- B. CUNY AP Policy: Isabel Mirsky will follow up regarding the remaining equivalents designations, and will also check how these equivalents may fulfill Pathways core areas.
- C. Online Course Minimum 2.0 GPA Requirement: CAS members discussed feedback from the respective departments as to criteria for such students to be allowed to enroll in online courses. In general, it was agreed that previous-degree students have the requirement waived, but that for other students, each department decide on a case-by-case basis. It was also suggested that an appeals process be drafted based on midterm grades as long as no W grades were entered. Isabel and Steve will draft language for CAS review.
- D. CAS Ability to Hear Appeals of "F" Grades: It was noted that the existing BCC Codification Section 8 states that,

"The CAS is empowered to adjudicate all questions involving:

- Resolution of grades from an academic to a non-academic grade, where the student has failed to complete the requirements of the course, including the final examination, and therefore an academic grade is inappropriate."

Section 8.8.2 states that,

"The CAS is not empowered to adjudicate:

- Appeals of an academic grade to a non-academic grade where the student has completed all the course requirements including the final examination."

Since BCC no longer maintains a central record of student attendance, CAS has been unable to independently verify a student's course completion. Steve Powers will circulate language he had drafted as to attendance and grading guidelines, in order to minimize faculty use of the "F" grade where inappropriate. CAS will also ask the IT Department to explore a means of recording whether students took the final exam in each course section.

V. New Business

Isabel Mirsky

CAS will ensure in future student appeals that original documents are not accepted and that any such documents received are returned to the student. Monique Fortuné will verify with BCC Counsel the legal aspects of receiving and transmitting confidential documentation via e-mail, and how long to maintain such records before destroying them.

VI. Adjournment

The meeting was adjourned at 3:30 PM. The next CAS meeting will take place on Wednesday, October 23, 2013, at 2:00 PM in South Hall.

Respectfully submitted,

Grace Campagna
Recording Secretary