Minutes of the Meeting of September 28, 1983
South Hall, First Floor Conference Room, 2 p.m.

Faculty and Administration Representatives


Student Representatives

Present: Ms. J. Freeman and Mr. S. Mack

Guest

Professor M. Chang, Department of Social Science

I. MINUTES
A. The Minutes of April 20, 1983, were approved as written. 11-0-4

B. The Minutes of May 4, 1983, were approved with the following revisions:
   11-0-4
   1. Include P. Read's name under "Excused Absences."
   2. Include under Item III, A. Subitem J.
      Vote on Motion of April 6, 1983
      9-1-1

C. The Minutes of May 18, 1983, were approved as written. 13-0-2

II. ELECTION OF OFFICERS - Executive Secretary H. Erdsneker presiding:
A. Election of Chairperson
   Motion: Nomination of Professor J. Hayde
   Chair casts one vote

B. Election of Recording Secretary
   Motion: Nomination of Professor D. LaBlanc
   Chair casts one vote

III. COMMUNICATIONS
A. Physics Department has three faculty members on sabbatical, therefore, they are unable to have a representative on CAS.

B. The Executive Committee of CAS met on July 14, 1983, to take Special Action on Candidates for Degrees.
   Motion: To accept the Minutes of the Executive Committee as written: 15-0-0

C. Mr. Erdsneker reported that a copy of the CAS Codifications was sent to each department's representative. Professor Hayde thanked Mr. Erdsneker and his staff for compiling the booklet.

D. Fall enrollment is 200 FTE's ahead of last year and a total of 5,800 FTE's are currently enrolled according to Mr. Erdsneker.
III. STUDENT APPEALS

A. Professor Barnette stated that during the summer:
   1. 187 matriculated students were readmitted;
   2. 22 nonmatriculated students were readmitted;
   3. 85 students were denied readmission and are on academic suspension; and
   4. 106 students were permanently suspended.

B. The following CAS members volunteered to assist Professor Barnette on the Subcommittee on Student Appeals:

   Professor F. Stabile  Professor D. Genova
   Mr. H. Erdsneker  Student Representative S. Mack

C. Professor Barnette announced the first meeting for October 5, 1983, at 2 p.m., Room 317 in Loew Hall.

D. Communications from Executive Secretary:
   1. Letters to students on the procedures to appeal academic grades:
      a. To: Mrs. Mary Ingegneri  Dated: September 20, 1983
         Re: Grade of "D+" in NUR 38-2956, Spring 1983
      b. To: Ms. Dominga Guzman  Dated: June 22, 1983
         Re: Grade of "F" in ENG 13-1879, Fall 1982
      c. To: Mr. Charles Berenguer  Dated: June 7, 1983
         Re: Grade of "WU" in PEA 12-6004, Fall 1982
   2. Letter to Mrs. Phyllis Silverman from the Executive Secretary dated June 7, 1983, informing her that the Special Committee of the English Department voted to deny her appeal for a change of grade from "D" in ENG 13, Fall 1982.

IV. NEW BUSINESS

A. CANDIDATES FOR DEGREE
   1. Professor Genova discussed the possibility of obtaining a more accurate Candidates for Graduation Listing for final review at the Graduation Meeting. Mr. Erdsneker will discuss this with the Commencement Committee and will report back at the next meeting.

B. GRADING SYMBOLS
   1. A copy of the letter from the Office of Institutional Research and Analysis dated August 8, 1983, was distributed by Mr. Erdsneker advising the CAS Committee of the modifications for establishing uniform grading symbols.
   2. Mr. Erdsneker proposed abolishing the "NC" grade and use only "W" for total course withdrawal.

Notion: The grade of "NC" be deleted from the acceptable grading symbols in use at BCC.
3. Mr. Erdsneker will clarify of the use of the "W" grade after the tenth week of classes with Dean Polowczyk. In addition, Mr. Erdsneker will obtain further explanation of Item XII "NC" and "R" grades as non-punitive failures in the letter from the Office of Institutional Research and Analysis.

C. INDEX (GPA - GRADE POINT AVERAGE) CLASSIFICATION CHART

1. The original Subcommittee will review Item 4.3.1 of the Codification to determine whether or not there exists a double jeopardy to the students in computing GPA and ROP under column Suspension If Cumulative Index Is Lower Than That Listed.

V. DATE OF NEXT MEETING AND ADJOURNMENT

A. The next meeting will be held Wednesday, October 12, 1983.

B. The meeting adjourned at 3:45 p.m.

Respectfully submitted,

[Signature]
Doreen LaBlanc
Recording Secretary