Standung Charges

1. Elect a chair and secretary, or rotate the secretarial duties if desired. Email these selections to the Senior Dean of Academic Affairs (wexler@atlantic.edu), Dean of Instruction (mcarthur@atlantic.edu) and the Chair of the FAEC (sdephili@atlantic.edu).

2. Review these charges to be sure that (1) the recommended charges of the previous year were addressed, (2) minutes of all meetings conducted in the previous year were submitted online to http://venus.atlantic.edu/facultyassembly/minutes/upload (username - ******; password – ******), (3) all normal standing charges are included, (4) the charges listed are correct, still valid and properly placed, (5) charges that were completed aren’t repeated and (6) the charges are clear. Email corrections and changes to the Secretary of the FAEC, Myra Caplan (mcaplan@atlantic.edu).

3. Minutes of the committee meetings should be submitted to the Senior Dean of Academic Affairs and the Dean of Instruction. An additional copy of all committee meeting minutes shall be submitted to the Chair of the FAEC electronically via http://venus.atlantic.edu/facultyassembly/minutes/upload (username - ******; password – ******) under the appropriate committee category. A progress report is due by December 15. A year-end report is due by the end of May.

4. Minutes of all meetings and a description of your activities should be posted on ACCC’s website, along with a list of members.

5. Submit recommendations for next year’s charges to the Senior Dean of Academic Affairs, Dean of Instruction and the Chair of the FAEC.

6. Before the end of the spring semester, discuss the summer appeals meeting to assure that it will be adequately staffed. If there is a need, consider soliciting help from past members of the committee or contact the Chair of the FAEC.

Additional Charges

7. Continue analyzing core determinants of student academic jeopardy at ACCC. Recommend strategies to address these issues (advising, scheduling, life conflicts, etc.).

8. Continue research on the feasibility of limits to repeating with grades of “C” or better, for purposes of raising one’s GPA. Committee’s past research has shown general studies of the topic vary as to whether the repeating of grades the repeating of grades helps or hinders students. Committee should focus research specifically on ACCC’s population. Karen Beckman has agreed to forward any research that IR gathers on the subject to the committee in the coming year.
9. Should the permanence of records for acts of plagiarism be the same regardless of the seriousness of the offense? Present policy differentiates levels of penalties based on the level of seriousness of the offense.

10. Investigate the past written policy on credit limits and determine whether it should be changed or reinstated as written in the 2003-2004 college catalog (pg. 36 under “Study Options – Full-time Status”)

   “Students may not carry a course load of more than five major subjects (those having three or four semester credits), or a total of more than 18 hours of credits per semester, without special permission from their advisor.”

11. Review Faculty Assembly bylaws, particularly regarding the existence and function of your committee, and submit recommendations for revision to the FAEC Chair electronically (sdephili@atlantic.edu) by October 26, 2007.