Academic Standards Committee
Charges 2009 – 2010

Standing Charges

1. Elect a chair and secretary, or rotate the secretarial duties if desired. Email these selections to the Vice President of Academic Affairs (wexler@atlantic.edu), Dean of Instruction (mcarthur@atlantic.edu) and the Chair of the FAEC (jsacchin@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 Secretaries of the FAEC, Kristi A. Bergman (kbergman@atlantic.edu) and Vickie Melograno (vmelogra@atlantic.edu).

3. Minutes of the committee meetings should be submitted to the Vice President 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. Reports should also be uploaded to the web.

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 Vice President 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. Continuing working on recommending strategies to address the determinants of student academic jeopardy at ACCC, which overwhelmingly tend to be life issues.

8. Continue research on the expungement of plagiarism records. The 2007-2008 committee has recommended that students should be able to apply for expungement of their student record. How will this process be implemented? What criteria will be used and how will students go about this process?

9. Research the effects of averaging grades for repeated courses.

10. Re-evaluate proper documentation required for expungement of grades during appeals process.