

Academic Standards

MEETING MINUTES

Date: January 29, 2018

Time: 3:00 pm

Place: HSC Lecture Hall Room 136

I. Call to order- Roslyn Nipper called the meeting to order at 3:01 pm

II. Roll Call

a. The following committee members were present:

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| • Roslyn Nipper-Chair | Health Sciences |
| • Ashley Dougan-Vice Chair | Liberal Arts |
| • Brandy Mendoza-Secretary | Health Sciences |
| • Dr. Susan Wache | Liberal Arts |
| • Vicki Badgley | Liberal Arts |
| • Connie Short | Continuing Education Staff Member |
| • Scott Larkin | Liberal Arts |

b. The following committee members were absent:

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| • Dr. Jim Bullock-Ex-officio | Vice President for Academic Affairs |
| • Dean Inman-Permanent | Administrative/Dean of Enrollment Services |

c. The following guests attended the meeting: none

III. Approval of minutes from last meeting- a motion was made by Vicki Badgley to approve the minutes from the November 13, 2017 meeting. The motion was seconded by Connie Short. There was no discussion or comments. The motion was carried.

IV. Old Business-

V. New Business-

- a.** Discussion was introduced by Roslyn Nipper for the need of another committee member from the Career & Technical Education department. Karsten Tidwell

was the previous chair on the committee. Roslyn will follow up to determine the length of time he is required to stay with the committee.

- b. Review grading policy change to add grading scale to all master syllabi**
 - i. A request had been made by Dean Caroline Hammond to review the current policy regarding placement of the grading scale. It was requested that the grading scale be added to all master syllabi in order to create a more streamlined grading system among all instructors of the same courses. Discussion included inequality of grading scales between instructors and adjunct instructors and adding the grading scale to the master syllabus would provide continuity amongst courses.
 - ii. Committee members communicated that any changes in the course syllabus would possibly cause courses to not transfer between colleges and that SouthArk grading scale would need to remain the same as surrounding college's in order to allow transfer of courses. It was also discussed that a majority of the faculty members, in the Liberal Arts area, were not in favor of the change. Members agreed the course syllabus was a satisfactory location for the grading scale and that uniformity of the grading scale should be the responsibility of the division or dean and no changes needed to be made to the master syllabus.
 - iii. Vicki Badgley made a motion to keep the grading scale in the course syllabus only. Ashley Dougan seconded the motion. No further discussion was made. The motion carried.
- c. Review suggested policy for incomplete grades**
 - i. Susan Spicher reviewed the policy for incomplete grades and suggested Academic Standards review the process for incomplete grades due to the fact there is a form, there is no established procedure.
 - ii. Question was made regarding Title XI
 - iii. Vicki Badgley motions to table the discussion until the next meeting for further review of the policy. Ashley Dougan seconds the motion. No further discussion was made. The motion carried.
- d. Consider changes for student/faculty evaluations comparing to new faculty evaluation plan.**
 - i. Request was made to review form to determine if any revisions needed to be made.
 - ii. Discussion was made to review student course evaluation and provide an opportunity to allow all divisions to review policy and make suggestions.
 - iii. Ashley Dougan made a motion to table the discussion until further review has been made. Connie Short seconded the motion.

VI. Adjournment- Discussion was made and a vote was taken on the next meeting date to continue this discussion for 3:00 pm February 13, 2018. The committee adjourned at 3:32 p.m.

Minutes submitted by: Brandy Mendoza