Academic Standards Committee  
Minutes of February 23, 2012

Members Present:  Trudy Gift, Jennifer Haughie, Veronica Stein, Melinda May, Dave Warner, Melanie Rowland, LuAnn Fisher, Suzannah Moran, Jeff Morgan

The meeting was called to order at 2:32 p.m. by Dave Warner.

I. Minutes of previous meeting were approved.

II. Develop a policy for academic integrity – charge 2
After extensive discussion and several revisions, the following policy was considered for approval:

Hagerstown Community College is committed to upholding the highest standards of integrity, honesty, and ethical behavior among its students, faculty, and staff. Everyone in the College community is expected to obey the law, promote a sense of respect and consideration of others, perform contractual obligations, maintain integrity and high standards in academic work, and observe appropriate standards of conduct.
Accordingly, HCC has adopted the following Code of Integrity to uphold standards of academic honesty and social conduct that adopts five fundamental values:

The five values from draft copy will be entered here.

*Adopted from the Center for Academic Integrity (2-23-12)*

III. Develop a policy for Professional Development for Faculty – charge 3
After extensive discussion and several revisions, the following policy was considered for approval:

All faculty are expected to pursue an annual plan of professional development that encourages reaching the highest levels of teaching excellence, contributes to realizing College goals, and facilitates staying current in their academic field.

Further discussion centered on the necessity of all levels within the college (administrators and staff) staying current in their respective areas. More discussion may follow on this topic.

IV. Develop a policy regarding minimum number of credits at 200 level – charge 4
Dave Warner will email his affinity group to ascertain their positions on this topic.

According to Jennifer Haughie, it may be possible to graduate with a General Studies degree without any 200 level courses, but it may be harder to do so in the Arts and Sciences degrees. Admissions is pushing students to take the Arts and Sciences programs rather than GS.

Question: Will requiring a minimum number of 200 level courses affect our completion agenda? Most agreed that having this requirement may prohibit students from completing their programs of study.

The meeting was adjourned at 3:22 p.m.
The next meeting is March 22, 2012, at 2:30 p.m. in LRC-201.
Melinda May, Recorder