

**Academic Standards and Outcomes Assessment Committee
(ASOAC)**

Minutes

January 26, 2023 – 2:30 pm – LRC 319

Present: Jeanette Stonestreet, Laura Renninger, Amanda Miller, Mike Martin, Juan Luna, Cindy Blank, Chris Baer, Angie Auldridge, Shannon Cameron, Kathleen Jordan D’Ambrisi, Taylor Rigsby, Alison Preston

Excused: Rebecca Leonard

1. Minutes from October 27, 2022 meeting were approved as written.
2. Community College Survey of Student Engagement (CCSSE): Spring 2023 Timeline Overview by Guests from the Office of Planning and Institutional Effectiveness (Taylor Rigsby and Alison Preston).
 - a. PIE is taking the lead on implementing CCSSE
 - i. Next week PIE is sending student announcements (to all returning students over 18 years old), and then links will be sent to the survey the end of February. It will run for 3 weeks, with several reminder emails. We have the basic questions plus the mental health and guided career pathways questions. The survey will take 15-20 minutes for students to take. Faculty should assist in reminding students, and reminders will be sent out in several ways. Amazon gift cards will be given as incentives.
 - ii. End of July, reports should be sent from CCSSE.
 - iii. The report will be analyzed by PIE and then information will be presented to trustees, faculty, student services, and faculty.
3. Action Item #1: BOT Policy #4006 (newly passed by BOT on 9.20.22)
Continue Discussion of Implementation for a Fall 2023 Start

- a. Next step: Laura to sit down with Advising and Registrar to discuss edits to the “change of major” form. There are only 11 current students who are in more than two majors right now; they will be grandfathered in.

HCC Board of Trustees Policy #4006:

“Limitation on Majors/Programs”

“Students are permitted up to two active majors/programs at one time, to include any combination of degrees, certificates, and/or letters, with the exception of the Associate of Arts in General Studies (AA.GST), which is not allowed to double with another Associate of Arts (AA) degree program.

Students may be approved for an additional program/major by submitting a *Change of Major form* signed by the Dean of Instruction in consultation with the Retention and Registration Team and the appropriate area academic leadership.”

(Reminder to committee: Advisors for Students in Two Majors/Programs

Program 1 = Highest Credential; if all similar credentials, then the most recently added program.
Advised by Faculty Member.

Program 2 = Advised by Retention Specialist.”

I. Other?

- II. Chris Baer: New law states that colleges have to accept a 3 on AP tests and a minimum score of 50 on CLEP and have to list equivalencies for IB classes and consider Cambridge scores on a case-by-case basis. HCC has added this information to the catalog and has responded to MHEC. The website has also been updated. The Board policy 4025 needs to be updated to reflect these changes, and then the Board will need to vote on the update.

III. Adjournment

Minutes by Amanda Miller.

Next meeting: February 23, 2023