Academic Standards and Outcomes Assessment Committee (ASOAC)
Meeting Minutes
February 23, 2023 – 2:30 pm – LRC 319

In attendance: Cindy Blank, Angie Auldridge, Chris Baer, Laura Renninger, Amanda Miller, Kathleen Jordan D'Ambrisi, Juan Luna, Mike Martin, Shannon Cameron, Becky Leonard

I. Approval of minutes from last meeting

II. Community College Survey of Student Engagement (CCSSE): Spring 2023 Timeline Overview by Guests from the Office of Planning and Institutional Effectiveness (Latest Update).

   ACTION: The CCSSEE was sent out to students, and faculty received a reminder to encourage students to participate.

III. We discussed the form: "Permission to Exceed Two Programs/Majors" connected with the Action Item #1: BOT Policy #4006 (newly passed by BOT on 9.20.22) Continue Discussion of Implementation for a Fall 2023 Start – Review of New Form Draft (Laura, Angie, Chris)

   ACTION: We decided we need a comment box for a reason for denial of the form. Otherwise, the form looks fine. This form (to be added to Passport) is specifically for students who are already enrolled in two programs and will go into effect in Fall 2023. If approved, the form is routed to Curriculum Change Form Submissions; if denied, it routes to the Curriculum Change Form. Laura will work with Joe Seiler to get the form on Passport.

   <ins>HCC Board of Trustees Policy #4006</ins>:

   "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."

IV.   COG and POG form pilot volunteers.

ACTION: Cindy, Kathleen, and Amanda/Dana will pilot this. This form change is not a change in process at all; it is simply a change in the usability of the document.

Adjournment

Minutes by Amanda Miller.