Academic Standards Committee
Thursday, February 27, 2025
2:30 p.m. – 4:00 p.m.
LRC-344

Minutes

In attendance: Chris Baer, Shannon Cameron, Christine Cramer, Tom Crawford, Kathleen D'Ambrisi, Kathy Fike, Brenda Garcia, Liz Hadley, Mary Hendrickson, Tracy Nickel, Danny Webber

I.   Welcome

II.   Approval of January 30, 2025 Meeting Minutes – Chris made a motion to approve, Liz seconded. The minutes were unanimously approved as written.

III.   Reviewed the following policies:
   a. Policy #4018 Independent Study Credit Courses was reviewed and the following editorial revisions were recommended:
       i. Hagerstown Community College provides the opportunity for qualified students to pursue topics of special interest for credit through the process of independent study. The College permits the qualified student, with appropriate faculty, ~~and academic officer~~ Division Director, and Dean of Instruction approval, to receive a course of study contract ranging from one to three credit hours. Students seeking more than three credits for one independent study project must present written justification to the division providing the instruction. Students may earn a maximum of 6 credits of independent study while at HCC. These credits may be used to replace discipline-related open electives or restricted electives only, and are not to replace program requirements or required specialty courses. Qualified students are those who have successfully completed six credit hours in the subject matter field and have achieved at least a 3.0 GPA. ~~Interested students must obtain the approval of the appropriate faculty and division director.~~

b. Policy #4026, Academic Program Review, was discussed, and it was unanimously decided to examine policies related to program reviews at other MACC institutions and provide findings at the next meeting.
    i. The committee member will review the following MACC institution:
        1. Allegany College of MD - Mary
        2. Anne Arundel CC – Mary
        3. Baltimore City CC – Liz
        4. Carroll CC – Brenda
        5. Cecil College – Tracy
        6. Chesapeake College – Tracy
        7. College of Southern MD – Kathy
        8. CCBC – Kathy
        9. Frederick CC – Shannon
        10. Garrett College – Shannon
        11. Harford CC – Danny
        12. Howard CC – Tom
        13. Montgomery College – Tom
        14. Prince Georges CC – Chris
        15. Wor-Wic CC – Chris

c. Policy #4045 Academic Integrity Policy was reviewed and additional information is needed; therefore, further discussions will occur at the next meeting.
    i. Discussions included the title of the Policy with potential recommended change to Code of Integrity and the incorporation of intellectual integrity in the description.
    ii. Question presented: Where can the Honor Code be located?
    iii. Will reach out to the appropriate individuals to obtain a copy of the Honor Code, as well as Policy #4045 which is noted in the Student Handbook.

IV. Open Discussions
    a. Notified about a meeting occurring on Tuesday, March 4th at 2:30 p.m. relating to a meeting about Artificial Intelligence (AI) with Dawn Schoenenberger, Dana Poole, and English faculty. There could be a potential link with the Academic Integrity Policy. The Teaching & Learning Shared Governance Committee is developing an AI Policy.

V. Next Meeting Thursday, March 27, 2025 at 2:30 pm in LRC-344

VI. Adjournment – Chris motioned to adjourn and Tom seconded. The meeting was adjourned at 3:40 pm.