

ACADEMIC STANDARDS AND PRACTICES COMMITTEE

Minutes for Friday, December 2, 2011

The ASAP Committee met from 2:00 – 4:00 pm at Sylvania in SCB 205. There were seven people in attendance: Irene Giustini, Peter Haberman (chair), Leslie Hickcox, Eric Kirchner, Rebecca Mathern (guest), Virginia Somes, and Phil Thurber.

Discussion:

I. SACs ([S701](#))

We spent most of the meeting working on S701. We made good progress but decided that we need more information before we can complete a couple of the sections:

- *Course Content and Outcomes Guides*: Steve Smith asked us to include a statement like, "Courses which have not been taught in three years will be inactivated" since the Curriculum Office would like to inactivate classes that aren't being taught but this statement isn't describing anything that a SAC needs to do so we didn't know how to logically include it in the document. We considered adding a section called "course offerings."
- *Course Challenges*: We are planning to work on C102 (Course Challenges) at our January meeting and any changes we make to C102 might affect the language we want to include in S701.
- *Equipment Purchases*: This item references equipment that impacts curricula "on a district-wide basis" but we couldn't think of any situations where SACs purchase equipment on a district-wide basis. (Purchases are usually done on a campus-by-campus basis.)

We plan to revisit these sections when we work on the last section (*Leadership Responsibilities*) during in January.

II. Course Challenge ([C102](#))

Rebecca reminded us that she was asked to bring to the January meeting a proposed update for C102. She offered a preliminary sketch of what she was considering: Re-write C102 as a Standard and Practice for "credit for prior learning" under which students would receive credit (transcribed as "CR") instead of grades and there would be a fee (e.g., 50% of the tuition for the comparable courses) instead of the current practice of charging full tuition as though the student has taken a class at PCC. Allowing for CR in lieu of a grade will allow a SAC to award credit for successful completion of an assessment regardless of the grading options that the SAC has selected for particular courses, i.e., this might solve the problem that the Comp/Lit SAC has with the current practice. We plan to discuss C102 in January.

III. ASAP Meetings Dates

Previously, we decided to meet on the "first available Friday of each month" which meant that our January meeting would be on Jan. 13 but a few committee members asked that we avoid meeting during the first week of the quarter since that week tends to be busier

than most weeks. So we decided to move our January meeting to the second Friday of the Winter quarter: Friday, January 20. Below is a list of our meeting dates for Winter and Spring. Note that I've moved the April meeting to the 2nd Friday to avoid scheduling a meeting during the first week of Spring.)

Friday, Jan. 20 (2nd Friday to avoid 1st week of quarter)

Friday, Feb. 3

Friday, March 2

Friday, April 13 (2nd Friday to avoid 1st week of quarter)

Friday, May 4

Friday, June 1

We adjourned at about 4:15 pm. Our next meeting is from 2 – 4 pm on January 20 at the Sylvania Campus.