

**TO:** Samuel Hirsch

**FROM:** Donald Generalis  
President

**DATE:** June 14, 2016

**SUBJECT:** IWC Minutes

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I have received the minutes of the March 28, 2016 and May 23, 2016 Institution-Wide Committee meetings, and have reviewed and approved the recommendations as follows:

1. Approved the revision to Policies and Procedure Memorandum No. 151: Smoke-Free Campus Policy sent forward by the Business Affairs Committee.
  - a. The revision to P and P #151 consisted of making Community College of Philadelphia a Smoke Free Campus.
2. Approved the revision to Policies and Procedures Memorandum No 8: Policy on Grading Systems, Academic Standards, and Progress, effective July 1, 2016. The revisions to P and P #8 consisted of the following:
  - a. The effective dates of the two previous revisions were changed to coincide with the date of the President's approval memo.
  - b. The subtitle on page 3 was added to read "Academic Probation Policy" to make it consistent with the rest of the document.
  - c. For Section B, page 2, the heading was changed to "Grade Point Average (GPA) Policy" so the phrase is spelled out before the acronym is used.
  - d. For or Section C, page 2 be the heading "Academic Progress Policy" was added.
3. Approved the revision to Policies and Procedures Memorandum No 10: Academic and Time Amnesty, effective July 1, 2016. The revisions to P and P #10 consisted of the following:
  - a. The FS grade was added to the policy in every iteration where grades were mentioned.
  - b. The title Vice President for Academic Affairs was changed to Vice President for Academic and Student Success throughout the document.

Please convey my appreciation to the members of the Institution-Wide Committee for their work on behalf of the College.

c: Judith Gay  
Jacob Eapen  
John Jones  
James Stewart