

# Community College *of* Philadelphia

## MEETING MINUTES

<b>Work Group:</b>	Academic Support Subcommittee
<b>Meeting Date:</b>	Thursday, September 25, 2014
<b>Meeting Time:</b>	The meeting was called to order at 3:34 p.m.
<b>Attendees:</b>	Osvil Acosta-Morales, Joan Bush, Bonnie Harrington, Kelly Connelly, Carlos Diaz, Todd Jones, Wendy Kohler, and Gim Lim.
<b>Facilitators:</b>	Osvil Acosta-Morales & Joan Bush
<b>Location:</b>	BG-07G
<b>Topic:</b>	Various Topics

Discussion Points
<p><b><u>Election of Chair for Committee</u></b> Osvil Acosta-Morales was elected Chair of the committee by unanimous vote. Joan Bush will be the secretary.</p> <p><b><u>Review of Minutes</u></b> The minutes from the previous meeting were reviewed. The minutes were incorrect from April 24, 2014 – the meeting ended at 4:50, not 3:50. With the correction, the minutes were approved with minor revision. Motion was made by Osvil Acosta-Morales, seconded by Todd Jones.</p> <p><b>Old Business</b></p> <p><b><u>Policy - Credit by Examination – P&amp;P # 7</u></b> Bonnie Harrington presented a proposal for a revision to P&amp;P #7 (Credit by Examination). The following changes were discussed by the committee: In #2 of the policy - delete first sentence and insert Current before College Catalog. In #3 of the policy – delete last sentence. In #6 of the policy - should read - A fee shall be assessed for each test.</p> <p>Joan Bush explained that Dr. Gay wants to discuss the definition of currently enrolled with the Cabinet.</p> <p>Carlos Diaz asked if an electronic link could be put in the Credit by Exam policy which would direct students to the Credit by Exam process. Joan Bush will inquire with Loretta Masciantonio about how this may be accomplished.</p>

Todd Jones asked if the committee could find out more about the Credit by Exam and Prior Learning Assessment processes. Susan Hauck will be invited to the next meeting to discuss these items.

No motions were made – the changes to the policy will be held for a vote until the definition of currently enrolled is established.

### **New Business**

1. Todd Jones told the committee that he plans to bring proposed changes to Academic Standards – P&P # 8 to the committee during this academic year.
2. Todd Jones, Carlos Diaz, and Larry Arrington plan to bring proposed changes to the Completion of Registration – P&P #13 during this academic year.

The meeting was adjourned at 4:24 p.m.

### **Next Meeting**

Thursday, October 23, 2014 at 3:30 PM in room BG-07G.