|  |  |  |
| --- | --- | --- |
|  | Present | Absent |
| Tatiana Arzivian |  | X |
| Karen Buonocore | X |  |
| Suzanne Bidenback | X |  |
| Cindy M. Campbell | X |  |
| Michael A. Chiacchiero | X |  |
| Marius Coman | X |  |
| Camille E. Drake-Brassfield | X |  |
| Christy Gilfert | X |  |
| Dale Hoover | X |  |
| Julia Kroeker | X |  |
| Qin Liu | X |  |
| Karen N. Maguire | X |  |
| Thomas S. Mohundro | X |  |
| Yadab K. Paudel | X |  |
| Deborah H. Selman |  | X |
| Melanie Ulrich | X |  |
| Tejendrasinh Vala |  | X |
| William VanGlabek | X |  |

**Academic Standards Committee Meeting**

**Lee – AA-177; Charlotte – E-105; Collier – G-109; Hendry/Glades – A-106**

**November 15, 2019**

**11 am – 12 pm**

* Meeting called to order at 11:05 am by Cindy Campbell
* Approve meeting minutes from 10/18/2019 – Dale Hoover moved to approve, seconded by Thomas Mohundro.

**Discussion Items**

**Old Business**

1. Discuss possible projects for the committee
   1. Faculty Handbook is on the FSW website – IT message stating the indexer wasn’t working properly and they are working on it
   2. Faculty teaching children draft – draft forwarded to Dr. DeLuca, waiting for a response
   3. Updating Academic Standards Committee Charge sheet – brought to Dr. DeLuca
   4. Faculty Handbook posted to Google Docs? – Melanie Ulrich has uploaded the file and will share/give access to all committee members
2. New Business
   1. New Project – Martin Tawil was contacted and suggested this committee look into how we can support Adaptive Services by developing a policy and procedure for faculty, students, and staff. Possible resolution when an issue does come up. Recommendations for faculty training for ADA compliance?
      1. What are they looking for? Disagreement in what we offer and how we can make people more aware
      2. Karen suggested a video that could be embedded in the link
   2. Election of new chair since Cindy Campbell is retiring
      1. Melanie Ulrich was suggested for new Chair – Qin Liu moved to approve, seconded by Dale Hoover
      2. Committee approved
   3. Other new business – create a website as a resource page for new faculty so everything is in one place; faculty handbook should be presented early in the new faculty seminar; Christy Gilfert suggested and the committee agreed

The next meeting will be on 1/17/2020.

Motion to adjourn was presented by Karen Buonocore

Meeting adjourned at 11:34 AM