

**Bluegrass Community and Technical College
Academic Standards and Admissions Meeting**

Minutes

September 9, 2011

Oswald Building 210, 11:00 AM

Members present

Gary Powell
Becky Harp Stephens
Ann Bishop
Laura Williams
Shelbie Huggle
Tim Birch
Lee Ann York
Nancy Bronner

Guest

Tammy Liles

Old Business

- The meeting was called to order by convener Gary Powell at 11:15 AM.
- Approval of the minutes were postponed until the October meeting due to the lack of a quorum
- As there was not a quorum present, a motion was made by Tim Birch (seconded by Nancy Bronner) to postpone the election of officers until the October meeting.

- As a result of discussion last year about the purpose of the Academic Admissions and Standards Committee (ASA), Faculty Council has convened an ad hoc committee to examine the charge of ASA. Ad hoc committee members include: Mike Binzer, Peggy Saunier, Gary Powell, Clovis Perry, and Richard King.

New Business

- Tammy Liles presented an issue related to the Final Exam Schedule. Hybrid classes that meet one day per week, for example, Monday or Wednesday, have final exams scheduled at the same time on Mondays during Final Exam Week. Although this has happened in the past, with the increase in the number of hybrid courses that only meet one day per week, the number of students that this affects has increased dramatically. It has also affected faculty to the point of one faculty member being scheduled for two exams at the same time on different campuses.

Because the final exam schedule is already set for Fall and the Final Exam schedule will be set for Spring semester in October, the departments that are affected by this problem will continue to make adjustments on a temporary basis.

Tammy Liles has discussed the issue with the Academic Leadership Team (ALT) and the issue has been raised at Faculty Council (FC). FC has charged ASA with exploring the issue and developing recommendations for the 2012-13 year and beyond. A change for that school year would have to be put in motion in January in order to have time to flow through appropriate channels prior to being approved.

Ben Worth has proposed that the amount of time for a final exam be limited to one hour and 15 minutes. Other faculty and staff who might contribute to finding a solution include Vicki Partin as Final Exam Scheduling Coordinator, and Sandy Carey, Larry Iaquina and Karman Wheeler for information on Benchmark institutions, that might have some models available for resolving this issue. Assistant Deans are already investigating the issue. Laura Williams suggested looking at Maricopa Community College to see what model they use.

Nancy Bronner offered to contact Vicki Partin and Sandy Carey. Ann Bishop will contact Larry Iaquina and Karman Wheeler to get information on Benchmark institutions. They will report back at the next meeting.

Next meeting

Friday, October 14, 2011, 11 AM – 12 PM

Meeting adjourned.

Respectfully submitted,

Nancy Bronner MSN, RN