



Committee Meeting Minutes

Meeting Date	4/12/17
Meeting Time	4:00PM
Meeting Location	RLNC Board Room
Type of Meeting	Committee
Committee	PASS Committee
Facilitator	Nokomis Paiz
Attendees	Laurie Neadeau, Nokomis Paiz, Betty Kimbrell, Jamie King, Brandon Spears, Mandy Schram, Cassy Keyport, Tami Nendick, Bill Stephani, Devery Fairbanks, Julia Stephani

Agenda Item #1: Student Advising During Candidacy		
Time Allotted		
Presenter	Mandy	
Discussion Mandy presented details regarding student options for continuing their education during RLNC Candidacy period.		
Conclusions Students will be advised on a case by case basis.		
Action Items	Person Responsible	Deadline
Write letter to students regarding options. Encourage them to seek out faculty/staff for more information.	Mandy	

Agenda Item #2: Work Plan and Review		
Time Allotted		
Presenter	Nokomis	
Discussion Reviewed with Committee		
Conclusions Prepare review and plan for next year		
Action Items	Person Responsible	Deadline

Write review for current year and prepare work plan for next year	Nokomis	

Agenda Item #3: Mathematic Improbability to pass date		
Time Allotted		
Presenter	Nokomis	
Discussion Committee discussed different possibilities of increasing student awareness of the date in which they must have a certain percentage of points for the course. This may help with Academic Alerts so students can be advised at withdrawal date accordingly.		
Conclusions Mandy suggested Faculty provide the needed information to Student Services at the beginning of the semester.		
Action Items	Person Responsible	Deadline
Provide needed information to Student Services at beginning of the semester.	Faculty	

Agenda Item #4: Academic Alerts		
Time Allotted		
Presenter	Nokomis	
Discussion Nokomis presented concerns regarding counseling relationship and responsibilities for contacting students regarding academic concerns.		
Conclusions The discussion must be continued at a later date		
Action Items	Person Responsible	Deadline

Nokomis Paiz _____

4/12/17 _____

Signature of Committee Chair

Date