Present:  (Members) Christina Curras, Beth Frieders, Brian Peckham, Tim Zauche, Scott White, Steve Kleisath, Rosalyn Broussard, and David Krugler.  
(Ex Officio) David VanBuren, Carol Sue Butts, Shane Drefcinski
Absent: David Kraemer, Angela Udelhofen

1. **Introductions/ Announcements**
   The new members of the committee were introduced.
   The dates of the Fall meetings were announced as Sept 8 and 22, Oct 13 and 27, Nov 10\textsuperscript{th}, and Dec 8\textsuperscript{th}.  These meetings will be held in the Mining Room of the PSC.

2. “**Election of officers”**
   - **Chair:** Christina Curras
   - **Secretary:** Tim Zauche
   - **Gen Ed Organizer:** no election was held at this time

   Brian Peckham made a motion and it was agreed upon that Beth Frieders should be commended for an outstanding tenure as Chair of ASC.

3. **Explanation of what the committee does**
   FOR NEW MEMBERS please read the items located at http://www.uwplatt.edu/asc/ before the meeting:

   a) The committee deals with Admission issues and maintaining standards

   b) The committee deals with the review of courses that count for general education and maintaining the quality of these courses.  We currently have a 5-year rotating schedule that is similar to APC’s review of programs.

4. **Old Business**
   - status of portfolios that are due
     o there was no discussion on this issue at this time.

5. **New Business**
   - **Access to S-drive folder**
     All committee members should have access to the S:drive shared folder where electronic copies of all documents are kept.  If you have problems with this let Curras know.

   - **“News” from Carol Sue Butts**
     To better meet the standards of the National Accrediting agency, Carol Sue Butts is asking that the General Education standards be written in a “student outcome” format.
We will work with UUCC and the respective departments to rewrite these to hopefully meet the following deadlines.
1. Revise the competency goals by Nov 15th
2. Define Student Learning objectives and outcomes by early Feb
3. Device means for assessing before the end of the 04-05 academic year.

To allow committee members time to assist with this revision, we will be putting review of general education classes for this semester and possibly year on hold.

- Other

The next meeting is scheduled for September 22.