Cammy White, Karen Barr, Ron Buchanan, Hal Corker, Ellen Fancher-Ruiz, Zina Jemison, Kathleen Ludlow, Niki Neal, Carol Oandasan, Maria Rynn, Sheri Robertson, Beatrice Veney, and Bruce Wahl attended.

1. Minutes
   Minutes of the October 17, 2005 meeting were approved as distributed.

2. CRO
   John Thrash and Alethea Hamilton gave an overview of the functions of the new Central Records Office (CRO). Transcript requests are being handled within hours. They are getting a second fax for internal use only. At that time they were sending notification to graduation applicants. There have been errors but Dr. Thrash was working on training. Faculty need to sign the worksheet that is attached to the graduation application that the student signs. Most committee members were not aware of Dr. Thrash’s email about graduation applications. Ms. White asked him to change the word “stipulations” and he agreed. The group discussed the importance of program placed year for degree progress. Mr. Corker suggested that faculty email their campus registrar to change to a different year. Dr. Thrash outlined the transcript evaluation process and described the preliminary database.

3. Certified Manager Certification
   Dr. Jack Partlow reviewed the proposal from the Business Cluster to give advanced standing to students who present evidence that they passed the Certified Manager Certification course. Dr. Partlow noted that JMU accepts it. Ms. Oandasan recommended that they also go through ACE for greater portability. The committee approved the proposal and will forward it to the Curriculum Committee. NOTE: this was fully approved and is in the online advanced standing manual.

4. Consistency with Mason’s Advanced Standing Policies
   The committee recommends mirroring Mason’s policies to the extent possible.