

COLLEGE OF THE CANYONS
Academic Senate Agenda
April 14, 2011
3:30 – 5:00 p.m. CCC 403

I. Routine Matters

1. Call to Order
 - Moment of silence in honor of Daniel Catan
2. Approval of Academic Senate Meeting Summary for March 24, 2011 (p2-4)
3. Report of Officers
4. Report of Committees
 - Curriculum Committee – Ann Lowe
Report of Curriculum Committee Meeting March 31, 2011 (p5-10)
 - Faculty Development – Deanna Davis
 - Elections Committee – Lea Templer
 - Celebrations Committee – Cindy Stephens

II. Unfinished Business

5. Proposal for New BP: Discontinuance of Program – in Policy SubCommittee
6. Proposal for New BP: Associate Degree & Certificates – in Policy SubCommittee
7. Proposals for Revision of BPs: 1) Counseling; 2) Academic Standards – in Policy Committee
8. Proctoring Exams for Students in Online Classes – pending Library expansion
9. SLO Committee Proposed Benchmarks for Proficiency – in SLO Committee
10. Use of TAs – pending response from CTA

III. Discussion Items

11. Academic Renewal Policy (p11-12) and Memo of Policy Committee Findings (p13-20)
12. AB 515 (p21-23) and Analysis of AB 515 (p24-27)

IV. Action items

13. Calendar for Curriculum and Senate Meetings for Fall 2011 and Spring 2012 (p28)
14. Discipline Assignment for Albert Loaiza, FT Student Athlete Counselor (p29)

V. Announcements

15. *Hands Across California* - April 17
16. Senate Elections for 2011-2012 At-large Senators – Week of April 18
17. Vote to Ratify Revisions to Senate Constitution – Week of April 18

VI. Open Forum

VII. Adjournment

The next Academic Senate meeting will be **April 28, 2011**
As always, everyone is welcome.

Summary of Academic Senate Meeting of March 24, 2011

Attendance: Edel Alonso, David Andrus, Joan Jacobson, Lea Templer, Connie Perez, Christy Richter, Jennifer Brezina, Sarah Burns, Michelle LaBrie, Ruth Rassool, Jose Martin, Garrett Hooper, Lee Hilliard, Pamela Borrelli, Nicole Lucy, Ann Lowe, Deanna Riveira, Stan Wright, Mark Daybell, Chelley Maple, Omar Torres, Cheri Choate, Rebecca Eikey, Mike Wilding, Regina Blasberg, Debbie Rio, Isao Uesugi, Lisa Helfrich, Jasmine Ruys, Carolyn Powell, Chris Blakey and Denee Pescarmona

I. Routine Matters

1. Call to order: Edel Alonso called the meeting to order at 3:00 p.m. and welcomed everyone to the Senate meeting.

2. The minutes of March 10, 2011 were approved. Ann Lowe pointed out the omission of “The Senate also established that the end of the second week of December will remain the permanent the deadline for courses needing revision as part of the five year cycle of review”. This will be added to the summary for the record. The Senators were asked to let Lita Wangen know of any grammatical or spelling errors to be corrected after the meeting.

3. Report of Officers

- Report of Senate President, Edel Alonso:

The Board of Trustees meeting for March 23, 2011 was canceled so no Board report.

It appears that there will be no special election to extend the taxes per Sacramento. They are considering having this vote on the November ballot at which time it will not be an extension but rather a new tax. The \$400 million cut to California Community Colleges will become an \$800 million cut without the June tax extension.

The State Senate does not have its own legal counsel. In the meantime, Edel has contacted CTA and will report at the next Senate meeting.

Hands Across America is scheduled for April 17, 2011 and the COC team has been directed to join the route at Ventura College or LA Valley College since the route does not go through Santa Clarita. Edel contacted the ASG President but she has not heard back from him as of yet. Dr. Van Hook referred Edel to Murray Wood, Chief Development Officer of the Foundation who is considering having a press conference to express support.

- Report of Senate Vice President, David Andrus: No report.

4. Report of Standing and/or Special Committees/Task Forces

- Ann Lowe, Chair of the Curriculum Committee:
Curriculum Summaries for March 3, 2011 and March 17, 2011 were approved.
- Nicole Lucy, Faculty representative reported that the Parking Committee two weeks prior and is planning on meeting before the semester ends. The three faculty in attendance were Edel Alonso, Nicole Lucy, and Deborah Gear. The following were part of the ideas brainstormed:
 - ✓ Loss of parking due to the library expansion
 - ✓ Status of disable parking spaces
 - ✓ Plans for parking for next fall semester
 - ✓ Increase parking fees and tickets
 - ✓ Have a parking attendant
 - ✓ Debate on disability parking
 - ✓ Parking structure
 - ✓ Public transportation passes
 - ✓ Adult hourly employee parking
- Nicole Lucy, Faculty Co-Chair of the Textbook Committee reported that the committee is working with Kate in the bookstore. There are many issues that need to be taken care of, one in particular is communication. The faculty has received emails from the Bookstore requesting fall 2011 textbook orders and yet the faculty does not even know yet what courses they will be teaching. The bookstore has also said they will match the cost of textbooks found at other locations for cheaper. This offer does not apply to online costs. Faculty should feel free to contact Kate directly with any questions.
- Lea Templer, Ruth Rassool and Jose Martin, the Elections Committee members, reported that they met and have scheduled Senate spring elections the week of April 18. Starting Monday, March 28th, they will hold nominations for one week for at-large Senators. There will be in-person voting using the Senate ballot box at the COC switchboard and a signatures sheet will be there too. They will be putting a ballot box and signatures sheet at the CCC site, also. The committee is working with Computer Tech to have electronic voting in place for next year.
- Cindy Stephens, Celebrations Committee Chair reported the Senate needs to start preparing for the Collegial Celebration if it is going to take place the last meeting date. It was noted that last year's Collegial Celebration was poorly attended by faculty. In the past, the Board of Trustees has generously funded the event. There was discussion about whether to continue the celebration in its present format, to change the format, or to not have it. It was also noted that it is difficult to ascertain the individual faculty achievements to announce on that day. It was decided that the Senate representatives should check with their division faculty for input on this matter. Some in attendance explained that since COCFA already sponsors a faculty event at the end of the school year, it may not be necessary to have a second event such as the Collegial Celebration. A

more informal gathering perhaps at the Cougar Den may appeal to faculty. Edel suggested that input be given to Cindy.

II. Unfinished Business

The Senate was reminded that the following items remain unresolved:

- Discontinuance of Program – in Committee
- Proctoring Exams for Students in Online Classes – pending Library expansion
- Senate proposal for Board Policy revision: BP 536 Academic Standards -in Committee
- Senate proposal for NEW Policy: BP#? Graduation - in Committee
- Senate proposal for Board Policy revision: BP 5110 Counseling – in Committee
- Use of TA's – pending response from CTA

III. Discussion Items

- Senate proposal for Board Policy revision: BP 5902 Academic Renewal.
David spoke to the Policy Committee's study of the proposed revisions to the Academic Renewal policy. He called attention to the eight-page memo he wrote outlining the committee's findings. He explained that Title V requires community college districts to have an Academic Renewal Policy. Joan Jacobson, who is a member of the Policy Committee, shared her research: A survey of 91 California Community Colleges' academic renewal policies was conducted. 71 allow students to disregard only non-substandard grades (D's F's, NP's) for a specified maximum number of units. 8 allow students to disregard entire terms of substandard coursework, including the units of satisfactorily completed courses, but allow subject credit toward the meeting of Associate degree general education/major requirements. Finally, 12 colleges allow students to disregard entire terms of substandard coursework but will allow no units or subject credit for courses passed with "C" grades or better in the disregarded terms.
Joan also explained that 20 to 40 individuals take advantage of Academic Renewal for fall and Spring at COC. For summer and winter there are about ten students. It was recommended that the Senate representatives read the memo prepared by David carefully and gather input from their divisions to bring faculty input back to the Senate at the next meeting.
- The SLO Committee requested that their proposed benchmark deadlines to achieve SLO proficiency be tabled until further notice from the committee.

IV. Action Item

The list of International Baccalaureate exam results equivalencies was approved.

V. Open Forum - No comments from visitors.

VI. Announcements

Reminder we meet at the CCC site for our next meeting April 14, 2011 at 3:30 p.m. to allow for travel time to the campus. The meeting will take place in CCC 403.

V. Adjournment: 4:45 p.m.

CURRICULUM COMMITTEE SUMMARY

March 31st, 2011

3:00 pm – 5:00 pm

BONH-330

Items on “Consent” are recommended for approval as a result of a Technical Review meeting that took place on March 24th & 25th, 2011:

Members present: Backes, Patrick – Curriculum/Articulation Coordinator, Non-voting member; Brill, David – Fine & Performing Arts; Hilliard, Lee – Career & Technical Education; Jacobson, Joan – Student Services; Lowe, Ann – Co-Chair, Faculty; Lucy, Nicole – Social Science & Business; Marenco, Anne – Member at Large; Richter, Christy – Member at Large; Waller, Tina – Allied Health.

Members absent: Adjunct Faculty (Vacant); Bates, Mary – Math & Sciences; Cheng-Levine, Jia-Yi – Humanities; Green, Audrey – Co-Chair, Administrator; Solomon, Diane – Member at Large; Stanich, Diana – Physical Education & Athletics

TECHNICAL CHANGE MEMOS on consent:

Accounting (Transfer)	A.S. Degree	Add Program SLO – Approved.	R. Maxwell
Accounting (Transfer)	Certificate of Achievement	Add Program SLO – Approved.	R. Maxwell
Accounting Technician	A.S. Degree	Add Program SLO – Approved.	R. Maxwell
Accounting Technician	Certificate of Achievement	Add Program SLO – Approved.	R. Maxwell
Communications Studies	A.S. Degree	Add Program SLO's (2) – Approved.	V. Leonard
E-Commerce-Business	Certificate of Specialization	Add Program SLO – Approved.	R. Maxwell
E-Commerce-Technology	Certificate of Specialization	Add Program SLO – Approved.	R. Maxwell
Early Childhood Education	A.S. Degree	Add Program SLO – Approved.	C. Stephens
Early Childhood Education: Core	Certificate of Specialization	Add Program SLO – Approved.	C. Stephens
Early Childhood Education: Infant/Toddler	Certificate of Achievement	Add Program SLO – Approved.	C. Stephens
Early Childhood Education: Preschool	Certificate of Achievement	Add Program SLO – Approved.	C. Stephens
Early Childhood Education: School Age	Certificate of Achievement	Add Program SLO – Approved.	C. Stephens
Early Childhood Education: Special Education	Certificate of Achievement	Add Program SLO – Approved.	C. Stephens
Early Childhood Education: Supervision & Administration of Children's Programs	Certificate of Achievement	Add Program SLO – Approved.	C. Stephens

English	A.A. Degree	Add Program SLO's (2) – Approved.	J. Brezina
Finance	Certificate of Specialization	Add Program SLO – Approved.	R. Maxwell
French	A.A. Degree	Add Program SLO's (2) – Approved.	C. Acosta
Hotel & Restaurant Management	A.S. Degree	Add Program SLO – Approved.	K. Anthony
Human Resources Management	A.S. Degree	Add Program SLO's (2) – Approved.	R. Maxwell
Human Resources Management	Certificate of Achievement	Add Program SLO's (2) – Approved.	R. Maxwell
International Trade – Finance	Certificate of Specialization	Add Program SLO – Approved.	R. Maxwell
International Trade – Marketing	Certificate of Specialization	Add Program SLO – Approved.	R. Maxwell
Marketing	A.S. Degree	Add Program SLO – Approved.	R. Maxwell
Marketing	Certificate of Achievement	Add Program SLO – Approved.	R. Maxwell
Retail Management	Certificate of Achievement	Add Program SLO – Approved.	R. Maxwell
Paralegal	A.A. Degree	Add Program SLO – Approved.	N. Lucy
Small Business Management	A.S. Degree	Add Program SLO – Approved.	R. Maxwell
Small Business Management	Certificate of Achievement	Add Program SLO – Approved.	R. Maxwell
Spanish	A.A. Degree	Add Program SLO's (2) – Approved.	C. Acosta
Welding Technology	A.S. Degree	Add Program SLO – Approved.	T. Baber
Welding Technology	Certificate of Achievement	Add Program SLO – Approved.	T. Baber

DELETED COURSES on consent:

Subject	#	Title	Description of action	Author
CIT	190	Principles of Electronic Commerce	Course offered as BUS-190, part of 3 E-Commerce Certificate – Approved.	A. Strozer
CULARTS	226	Food & Wine Pairing I	Course not offered in several semesters, part of Wine Studies & Restaurant Management programs – Approved.	A. Green
CULARTS	227	Food & Wine Pairing II	Course not offered in several semesters – Approved.	A. Green
HLHSCI	080	Introduction to Meditech Integrated Systems	Course no longer needed – Approved.	P. Halley
SLPA	101	Introduction to Speech-Language Pathology	Course no longer offered – Approved.	C. Dorrah
SLPA	102	Language Development Across life Span	Course no longer offered – Approved.	C. Dorrah
SLPA	103	Voice and Articulation	Course no longer offered – Approved.	C. Dorrah
SLPA	104	Childhood Treatment and Disorders	Course no longer offered – Approved.	C. Dorrah
SLPA	105	Adult Disorders and Treatment	Course no longer offered – Approved.	C. Dorrah
SLPA	106	Augmentative and Adaptive Communication	Course no longer offered – Approved.	C. Dorrah
SLPA	107A	Speech-Language Pathology Assistant Fieldwork Part I: Child Experience	Course no longer offered – Approved.	C. Dorrah
SLPA	107B	Speech-Language Pathology Assistant Fieldwork Part I: Adult Experience	Course no longer offered – Approved.	C. Dorrah
SLPA	109	Speech-Language Pathology: Professional issues	Course no longer offered – Approved.	C. Dorrah
WELD	106	Introduction to Semiautomatic Welding Processes	Change in course sequencing , part of Welding Certificate and Degree – Approved.	T. Baber

DELETED PROGRAMS on consent:

Program	Degree/Certificate	Description of action	Author
Basic Microsoft Office Applications	Certificate of Completion	Courses within Certificate have all been deleted – Approved.	K. Kistler
Basic Word Processing and Computer Skills	Certificate of Completion	Courses within Certificate have all been deleted – Approved.	K. Kistler

MODIFIED COURSES on consent:

Subject	#	Title	Description of action	Author
ENGL	275	Shakespeare	Revised SLO's (2) , added objectives, expanded content, updated texts – Approved.	M. Petersen
SURV	102	Advanced Land Surveying	Reduced class size to 24, Added DLA, changed recommended prep to MATH-102 , revised descriptions, Revised SLO's (2) , Added objectives, added text – Approved.	R. Blasberg
WATER	030	Waterworks Mathematics	Added DLA , revised objectives, revised content, updated texts – Approved.	M. Alvord
WATER	041	Water Distribution Operator II	Added DLA , revised descriptions, Added SLO , revised content – Approved.	M. Alvord

NEW COURSES:

Subject	#	Title	Description of action	Author
PLMB	030	Plumbing Fundamentals	3 units, 54 hours lecture. Class size 35, not repeatable. Added SLO – Approved.	K. Houser
CULARTS	134	ICuE Café Production	4 units, 36 hours (2 units) lecture, 108 (2 units) hours lab. Class size 20, not repeatable. Added SLO's (2), added CULARTS-132 as prerequisite – Approved.	C. Schwanke
CIT	178	Dynamic Web Site Development	3 units, 36 (2 units) hours lecture, 54 (1 unit) hours lab. Class size 35, not repeatable. Added SLO's (2), added CIT-173, CMPSCI-190, and CMPSCI-192 as prerequisites.– Pending Approval, additional enrollment forms needed.	A. Strozer

MODIFIED PROGRAMS:

Program	Degree/Certificate	Description of action	Author
Web Development	A.S. Degree	Added CIT-178 as a required course. Added Program SLO – Approved.	A. Strozer
Web Development	Certificate of Achievement	Added CIT-178 as a required course. Added Program SLO – Approved.	A. Strozer

NEW PROGRAMS:

Program	Degree/Certificate	Description of action	Author
Medical Office Administrative Assistant	Certificate of Specialization	17 required units, added Program SLO – Approved.	M. Lipman

NEW DISTANCE LEARNING ADDENDUMS:

Subject				
SURV	102	Advanced Land Surveying	Hybrid, 100% Online – Approved.	R. Blasberg
WATER	030	Waterworks Mathematics	Hybrid, 100% Online – Approved.	M. Alvord
WATER	041	Water Distribution Operator II	Hybrid, 100% Online – Approved.	M. Alvord

NEW STAND ALONE COURSES:

Subject	#	Title	Description of action	Author
CULARTS	134	ICuE Café Production	– Approved.	C. Schwanke
PLMB	030	Plumbing Fundamentals	– Approved.	K. Houser

NEW PREREQUISITES:

Subject	#	Title	Description of action	Author
CIT	178	Dynamic Web Site Development	Added CIT-173, CMPSCI-190, and CMPSCI-192 as prerequisites – Approved.	A. Strozer
CULARTS	134	ICuE Café Production	Added CULARTS-132 as prerequisite – Approved.	C. Schwanke
SURV	102	Advanced Land Surveying	Changed recommended prep to MATH-102 – Approved.	R. Blasberg

New Courses Includes ISA's	3	Modified Non Credit Courses	-0-	Modified Prerequisites	1
New Programs	1	New DLA's	3	Deleted Courses	14
Modified Courses	4	New SLO's	46	Deleted Programs	2
Modified Programs	2	Modified SLO's	4	Proposals Reviewed in Technical Review Session	61
New Non Credit Courses	-0-	New Prerequisites	4	Proposals Returned from Technical Review Session	4

Discussion Items:

1. Degree and Certificate Programs without SLO's: In an effort to have every degree and certificate program published in the 2011/2012 catalog with a program SLO, a list of current degrees and certificate without program SLO's will be sent to the Division Deans. Instructions on how to submit a program SLO and examples of approved program SLO's will also be sent out.

The Curriculum Committee is asking that program SLO's be submitted as a modification in WebCMS by May 2nd, 2011. If a program SLO is submitted to WebCMS but does not make it to stage 7 of the approval process, the proposal will be automatically fast tracked to stage 7. Only program SLO's should be added in these modifications, no other revisions should be made. The Curriculum Committee will hold a special program SLO technical review session on May 11th. The Curriculum Committee will present this plan to the Academic Senate.

DRAFT PROPOSAL FOR REVISION OF ACADEMIC RENEWAL POLICY

BP 5902 Academic Renewal

Reference: Title 5, Sections 55046

If the following conditions are met the Santa Clarita Community College District may disregard from all consideration associated with the computation of a student's cumulative grade point average **all grades of "D", "F", "FW" and "NP (No Pass)" earned in** up to a maximum of two (2) semesters of coursework or three (3) quarters taken at the Santa Clarita Community College District.

- 5902.1 These conditions are
- A. The coursework to be disregarded is substandard. The semester/quarter grade point average **in which the disregarded courses occur** ~~of the courses to be disregarded~~ is less than 2.0.
 - B. A minimum of 24 semester units have been completed at a college in the Santa Clarita Community College District ~~with a grade point average of at least 2.0~~, subsequent to the coursework to be disregarded **AND all subsequent coursework must be completed with a minimum 2.0 grade point average.**
 - C. At least 3 (three) calendar years have elapsed since the most recent coursework to be disregarded.
 - D. Academic renewal cannot be used to set aside ~~a~~ semester containing units or coursework which has been used to meet graduation requirements **by a student who has previously graduated.**
- 5902.2 Even though academic renewal is granted, all coursework will remain legible on the student's permanent record (transcript), ensuring a true and complete academic history. The student's permanent record will be annotated, however, so that it is readily evident to all users of the records that the **"D", "F", "FW" and/or "NP" units**, ~~even if satisfactory~~, are to be disregarded. This notation will be made at the time that the appropriate college office has received notification of approval.
- 5902.3 ~~All units and grade points~~ **Only units and grade points from courses with "D", "F", "FW" and/or "NP" grades** earned during such a semester shall be disregarded, ~~even satisfactory units. Subject credit may be allowed for work completed satisfactorily during disregarded terms.~~ **Courses completed with a grade of "Pass" or "C" and above will continue to be used toward cumulative unit and grade point average considerations and will meet any degree major, general education, and/or transfer requirements.**
- 5902.4 If another accredited college has acted to remove previous coursework from consideration in computing the grade point average such action shall be honored

in terms of its policy. However, such units/semesters disregarded shall be deducted from the two-semester maximum of coursework eligible to be disregarded in the Santa Clarita Community College District.

- 5902.5 Academic renewal actions are irreversible. Students should meet with a counselor before taking such an action.
- 5902.6 If the student is otherwise eligible for graduation, academic renewal may not be used to raise the grade point average in order to qualify for graduation with honors.
- 5902.7 This policy is adopted for use in the Santa Clarita Community College District. Other institutions may have adopted different policies. The transfer status of such action depends upon the policy of the college to which a student transfers.

MEMORANDUM

TO: Dr. Edel Alonso, President, Academic Senate
FROM: David C. Andrus, Vice President, Academic Senate;
DATE: March 21, 2011

RE: ACADEMIC RENEWAL POLICY

POLICY REVIEW COMMITTEE MEMBERS:

Chelley Maple, Matriculation;
Joan Jacobson, Counseling;
Sarah Burns, History;
Lisa Helfrich, English;
David C. Andrus, Committee Chair

The Policy Review Committee has concluded its review of College of the Canyons Board Policy 5902 – Academic Renewal. This memorandum serves to establish a record of the Committee's findings. It should also be used to frame the issues necessary for discussion and contemplation by the Senate and entire Faculty.

I. TITLE 5

Academic Renewal Policies are mandated by Title 5, Section 55046 for all California Community Colleges. Academic Renewal is the process by which a student may, within proper guidelines, remove previously substandard academic work from being used toward computation of their grade point average (GPA). Title 5, Section 55046(a) reads as follows:

The governing board of each community college district shall adopt and publish policies and procedures pertaining to the alleviation of previously recorded substandard academic work, as defined in section 55040, which is not reflective of a student's demonstrated ability. Such policies and procedures shall include a clear statement of the educational principles upon which they are based, and shall be referred to as academic renewal procedures. When academic renewal procedures adopted by the district permit previously recorded, substandard course work to be disregarded in the computation of grade point averages, the permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

Notably, this section requires that Colleges ensure all academic work disregarded in the computation of GPA remain on the student's transcript for historical accuracy. As a whole, Title 5, Section 55046 grants enormous latitude to Colleges in how they develop Academic Renewal policies and procedures. The differences of opinion regarding COC's policy are philosophical in nature, and not as to whether COC is in compliance with Title 5.

II. DEFINITIONS

A. Course Credit – is credit for a course that will be applied to the unit credit requirements for Certificate and/or Associate Degree major or general education requirements. (Note: this can include IGETC and CSU General Education requirements). Course credit does not itself indicate that a student has met the categorical substantive requirements of IGETC, CSU or of individual Major Requirements.

B. Subject Credit – is credit for a completed course without the correspondent unit credit. (Without any units to power the calculation, subject credit also means that no grades are awarded.)

(Subject credit is a point of contention as it relates to Academic Renewal. See Section IV(C) of this document, below.)

C. Unit Waiver – is the act of waiving the unit requirement of a specific requirement. Waiving the number of units required allows subject credit alone to fulfill the requirement. As it applies to Academic Renewal, the Committee has been informed there is no established unit waiver policy. However, unit waivers have been awarded at COC.

III. COC POLICY/HISTORY

COC Board Policy 5902 covering Academic Renewal has been in existence, in one form or another, for many years. At present, members of the Counseling Department are proposing changes to the current policy. Administration does not support the proposed changes. The proposed policy changes were referred to this committee. The matter has been addressed over the course of many meetings of the Committee. In doing so the Committee has had lengthy discussions and input from various Administrators.

A. Section 5902.1

Section 5902.1 outlines the conditions that must be met by students who petition for Academic Renewal. The conditions illustrate that students can only disregard course work from semesters where (i) the GPA falls below 2.0; (ii) where students have completed 24 units from within the Santa Clarita Community College District, all of which must be at a 2.0 level or higher and subsequent to the semester they wish to disregard; (iii) where three calendar years have elapsed since the most recent coursework to be disregarded and finally, (iv) where coursework was not used to meet graduation requirements by a student who has previously graduated.

The conditions in this section are not in dispute between the Committee, Administrators or members of the Counseling Department. There are suggested changes to this section in the policy proposal. However, those changes are to clarify language for interpretation and implementation that is already being practiced.

B. Sections 5902.2 & 5902.3

1. Current Policy

Sections 5902.2 and 5902.3 constitute the area of dispute regarding the proposed changes to the College policy. As it currently exists, the policy allows students to disregard previously substandard work from within a particular semester (having met the conditions from Section 5902.1.). However, these two sections require that all work from the disregarded semester, not merely the individual substandard grades from the disregarded semester, be eliminated from any GPA computation.

***Example:** if the student had a semester he or she wants disregarded whereby the semester grades were as follows: A – English 101, D – Chemistry 110, F – Political Science 150 and F – History 102, then the current policy would not allow the student to maintain the A toward computation of grade point average, and thus course credit. Essentially, if the student wants to utilize Academic Renewal, under the current policy, it is “all or nothing”. If the student desires the A to be utilized toward GPA computation and course credit the student would have to choose not to utilize the Academic Renewal option, yet the other substandard work would also remain with the GPA computation.*

The current policy allows the student to maintain subject credit for any grade of “C” or better within a disregarded semester.

2. Proposed Changes

The proposed changes to the policy would only alter the “all or nothing” standard for academic renewal. Students wishing to utilize the academic renewal option would essentially be allowed to have disregarded only the substandard course work from the disregarded semester, yet they would still be allowed to maintain any grade of “C” or higher for course and subject credit as well as for GPA computation.

Under the proposed policy, students would still have to satisfy the conditions set forth in Section 5902.1. The remaining sections of the policy are unchanged within the proposal.

IV. ARGUMENTS REGARDING SECTIONS 5902.2 & 5902.3

A. Argument in Favor of Proposal

The current policy is considered too rigid by some. Maintaining an “all or nothing” policy toward the courses and grades within a disregarded semester places an unfair burden on the student who utilizes the Academic Renewal Policy. Doing so would cause the student to repeat a course he or she has successfully completed with a grade of “C” or better from the disregarded semester. Students should be allowed to apply the course toward course credit and subject credit. Applying the grade toward course credit would also result in the student having the successfully completed course and resulting grade apply toward his or her GPA. Advocates of

the proposed changes believe if the student has successfully completed a course, under any circumstances, disregarded semester or not, the student should be allowed to benefit from that successfully completed work.

Advocates of the proposed policy believe the changes are not gratuitous and do not compromise the integrity of the College. They cite the continuing need of students to satisfy the conditions listed in Section 5902.1. As such, any student who meets these conditions has demonstrated a renewed commitment to education and success. These students would surpass any “benefit of the doubt”. More so, they would have earned the right through their demonstrated successful academic behavior and achievement to eliminate past substandard work. Doing so would be in the spirit and intent of Title 5 allowing academic renewal. Furthermore, allowing such an elimination of substandard work is only available on a limited basis. It is not an ongoing right to purge all past substandard behavior. It should be noted that other Community Colleges have established similar policies to that which is being proposed here.¹

Because a large proportion of Colleges allow students to disregard only substandard grades, there are now equitable issues to consider. Specifically, COC honors student transcripts, in their entirety, to include any noted adjustments due to Academic Renewal. Consequently, this creates an inherent unfairness in the manner in which we treat our students. On one hand we do not allow students to preserve passing grades from a disregarded semester here at COC, yet we honor that practice conducted by other Colleges once a student is admitted to COC. In this very competitive academic climate, and because our students are geographically mobile, COC students could be disadvantaged by the current policy.

Admittedly, the crux of this whole issue is philosophical. But, for those who might be inclined to focus on resources, it can be argued that the current policy is inefficient. As more students come to the community colleges, especially from the impacted CSU and UC schools, our class seats are more limited than in the past. By allowing the current policy to stand we are not efficient in utilizing our dwindling resources. By forcing a student to retake all of the courses, including one he or she successfully completed, they are going to take a seat away from a student who did not complete that course. And, quite possibly, the renewed student will be unable to secure a seat for a class that he or she has already successfully completed.

And finally, it is argued that the Community College system is comprised of students with greater needs, across the spectrum, than CSU and UC students. To have such a restrictive Academic Renewal policy runs counter to the mission and nature of COC.

B. Arguments Opposing Proposed Changes

¹ A survey of 91 California Community Colleges’ academic renewal policies was conducted. 71 allow students to disregard only non-substandard grades (D’s F’s, NP’s) for a specified maximum number of units. 8 allow students to disregard entire terms of substandard coursework, including the units of satisfactorily completed courses, but allow subject credit toward the meeting of Associate degree general education/major requirements. Finally, 12 colleges allow students to disregard entire terms of substandard coursework but will allow no units or subject credit for courses passed with “C” grades or better in the disregarded terms.

Academic Renewal is unique to the Community College system. It does not exist in the CSU or UC systems. This is seemingly due to the particular needs and circumstances facing Community College students. For some, in spite of this rationale, it is a difficult pill to swallow and a policy that compromises academic integrity. The very nature of the Title 5 policy seems overly generous and deferential.

Not all opponents to the proposed policy feel this way. However, they do feel the current policy is adequate and meets a standard of fairness. If students are so inclined to save a particular grade from a potentially disregarded semester, then they have a choice to make as to whether to utilize Academic Renewal or not. If they want the benefit, they must pay some price. Paying such a price is premised on the fact that the policy requires no rationale or explanation on the part of students as to why they performed at a substandard level during the semester in question. If we are to believe they were under such a difficult time in their life that requires academic forgiveness, then why were they able to pass one or more of the classes during the substandard semester? It seems overly generous to allow such a nuanced application of the policy on unsubstantiated need.

Under the current policy students benefit by maintaining subject credit for the courses successfully completed during the disregarded semester. Additionally, allowing such a liberal application of Academic Renewal would create an incentive for students to utilize the policy under somewhat questionable circumstances. An increase in the number of student petitions for use of the policy would be inevitable. Anecdotal information of past practice supports this contention. (It should be noted that some members of the faculty and the Committee disagree with this historical contention.)

It is recognized that the conditions listed in Section 5902.1 would likely mitigate, to some degree, the amount of students who would be applying for Academic Renewal under the proposed policy version. It is also recognized that the majority of students applying for academic renewal have disregarded semesters containing very few, if any, passing grades. So, preserving individual courses for credit under the terms of the proposed policy would not be the norm. In other words, most students do not fall within a scenario whereby they would have a chance to preserve a passing grade from a disregarded semester. Nevertheless, the concern is that the incentive would likely increase the amount of petitions. Critics would contend this concern to be irrelevant if the policy stands on principle. However, the loose nature of the proposed policy would make it difficult to implement the policy in the spirit of Title 5.

Most significantly, the opposition to the policy proposal is philosophical in nature. Whether other institutions have policies reflecting the proposed policy is irrelevant. College of the Canyons should maintain high academic standards. It should lead by its own example. The price any student has to pay by losing course credit for any successfully completed course work during a disregarded semester is a small price to pay for maintaining such standards. Moreover, the number of students who are burdened with having to purge successfully completed

coursework from a disregarded semester is nominal. The College should not be altering its policy to accommodate the very few at the risk of improperly incentivizing the many.²

C. Subject Credit

As it relates to Academic Renewal, the Committee has been made aware that a difference of opinion exists as to the definition and implementation of subject credit. Under existing Board Policy, Section 5902.3 “subject credit may be allowed for work completed satisfactorily during disregarded terms.”

1. First Interpretation

One interpretation is that this clause from the policy means students who utilize Academic Renewal under the existing policy should already be receiving subject credit for any passing grade of “C” or better during a disregarded semester. That is, they might not receive the course/unit credit toward the IGETC, CSU or other system unit requirements; however, they should be receiving subject credit for that successfully completed work. The consequence of which would be that students would no longer have to satisfy the categorical requirement (e.g., IGETC, CSU, Major Credit) that the course in question satisfies. But, the student would still be responsible for satisfying 3 more successfully completed units toward their IGETC or CSU requirements from any of the categorical options available to the student.

The current proposed policy would allow subject credit under these terms and go a step further by allowing the 3 units to count as course credit and GPA computation thereby removing the student from any further requirement to satisfy an additional course in place of the successfully completed course.

2. Second Interpretation

The opposing view is that in this particular area of Academic Renewal, subject credit should have a limited definition and application. Thus, Administration is currently interpreting the policy to mean that students will receive subject credit for that course in any capacity it can be accepted, however, not in the satisfaction of Associate degree general education minimum unit requirements. (Note; these can include IGETC and CSU General Education requirements.) In this interpretation, which is currently being implemented by COC Administration, a student who disregards a semester under the current policy, yet who received subject credit for those successfully completed courses during the disregarded semester, would still have to meet any categorical substantive and minimum unit course requirements under IGETC or CSU that the successfully completed course would have satisfied under normal academic circumstances. Essentially, the student would have to select another course from the same category that the successfully completed course fell under to satisfy the course credit of that categorical requirement.

2. It should be noted that the arguments proffered in this memo reflect all representations and perspectives accumulated throughout the Committee’s review of this matter. A Committee member’s endorsement of any policy or option does not necessarily indicate their unqualified endorsement of any particular underlying rationale.

The effect of this limited application seems to be that the subject credit allowed would only be applied to Major Credit, or to satisfy Major requirements from another willing institution. The rationale for this mirrors the overall rationale stated for the opposition to the proposal in general. That being, that allowing too broad an award or application of credit from any course within a disregarded semester is overly generous, given the circumstances. The difference of opinion of how to interpret subject credit is a philosophical one and is one of interpretation. It is a point of contention.

***Example:** if the student had a semester they wanted disregarded whereby the semester grades were as follows: A – English 101, D – Chemistry 110, F – Political Science 150 and F – History 102, then the current policy states that the student would be allowed to apply the A in English 101 toward subject credit. However, using IGETC criteria as an example, as currently interpreted by COC this would require the student to take another course from the English Communication sub-category Area 1. Under IGETC, students must complete a minimum of 3 units from Area 1. However, there is no other course from that category but English 101. As such, and under this interpretation, the student would be required to re-take English 101, a course they had already successfully completed, in order to earn the units which were disregarded due to Academic Renewal. Thus, subject credit has limited application for the student under this scenario.*

3. Alternative Policy Language

A brief survey of surrounding Community Colleges revealed Academic Renewal policies that interpret subject credit differently than COC:

Glendale: Although none of the units completed during such semesters count toward a degree, passing work could satisfy a general education requirement (as subject credit only) for the Associate Degree.

DeAnza: Although none of the units completed during the affected quarter/s can be counted toward a degree, courses completed with grades of C or CR, or higher, may be used to satisfy subject requirements in the major or general education.

D. Unit Waiver – the Committee views a unit waiver as being inherent to subject credit. Traditionally, if subject credit is being awarded for a particular course, the unit requirement for that particular subject requirement is said to be satisfied. Currently, no unit waiver is being offered for subject credit as applied to the COC Academic Renewal policy. Without a unit waiver, there seems to be limited area of application of the completed course. At best, the completed course would be allowed to satisfy a “Major” requirement for another institution. This narrow, and seemingly minority, application of subject credit renders it useless to the student and more appropriately classified as something other than subject credit. It should be noted that members of the Counseling Department have only recently become aware that unit waivers are no longer being considered an inherent component of subject credit by COC Administration.

V. COMMITTEE FINDINGS/RECOMMENDATIONS

A. FINDINGS - The Committee has identified 3 possible policy positions for adoption. They are as follows:

1. Maintain the current policy with no changes.
2. Maintain the current policy with amended language that would have the effect of interpreting and implementing subject credit as inherently consisting of a unit waiver for successfully completed coursework from a disregarded semester.
3. Adopt the Counseling Department's proposed policy revision in its entirety. Doing so would have the effect of allowing students to maintain successfully completed coursework from a disregarded semester and have that coursework apply for all subject matter and course credit, including GPA computation.

B. RECOMMENDATIONS- currently there are 5 voting members on the Policy Review Committee.

- 0 members endorse option #1
- 3 members endorse option #2
- 2 members endorse option #3

BILL NUMBER: AB 515 AMENDED
BILL TEXT

AMENDED IN ASSEMBLY APRIL 5, 2011

INTRODUCED BY Assembly Member Brownley

FEBRUARY 15, 2011

An act to add *and repeal* Section 78302 ~~to~~
of the Education Code, relating to community
colleges.

LEGISLATIVE COUNSEL'S DIGEST

AB 515, as amended, Brownley. Public postsecondary education:
community colleges: extension program.

Existing law establishes the California Community Colleges, which are administered by the Board of Governors of the California Community Colleges. The governing board of any community college district is authorized, without approval of the board of trustees, to establish and maintain community service classes in civic, vocational, literacy, health, homemaking, technical, and general education, as specified.

This bill would authorize the governing board of any community college district, without approval of the board of governors, to establish and maintain an extension program offering credit courses ~~, as specified~~ .

The bill would specify that the courses be required to be self-supporting, open to the public, and developed in conformance with specified statutory and regulatory guidelines. General Fund moneys would not be expended to establish or maintain the courses, nor would an extension program course be allowed to supplant regularly funded courses. Extension courses would not be allowed to reduce state-funded courses relating to basic skills. This bill would require district boards to annually certify compliance with these requirements, as specified.

This bill would allow community college districts to charge students for the actual costs of the courses, as defined. Each participating district would be required to collect and keep records relating to the extension program and submit them to the chancellor's office by October 1 of each year. This information would, in turn, be submitted by the chancellor to the Legislative Analyst by November 1 of each year. The bill would require the Legislative Analyst to submit a written report to the Legislature by November 1, 2015, summarizing the information provided by the chancellor, assessing compliance of the program with the Legislature's intent, and suggesting any needed statutory improvements.

The bill would make the requirement for a report to the Legislature inoperative on January 1, 2019. This act would remain in effect only until January 1, 2019, unless that date is deleted or extended.

~~—The bill would state the intent of the Legislature in enacting this provision.~~

Vote: majority. Appropriation: no. Fiscal committee: ~~no~~
yes . State-mandated local program: no.

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. Section 78302 is added to the Education Code, to read:

~~78302. (a) In enacting this section, it is the intent of the Legislature to provide local communities additional flexibility to meet community needs in areas such as advanced technology and workforce development; to provide members of the public access to credit programs offered under contracted arrangements with other agencies and companies; to address existing limitations in access to extension programs due to geographical distance or time of travel; to augment use of local community college facilities authorized by community investments in local elections subsequent to the passage of Proposition 39 in 2001; and to provide other benefits, both tangible and intangible.~~

~~(b)~~

78302. (a) The governing board of any community college district may, without the approval of the Board of Governors of the California Community Colleges, establish and maintain an extension program offering credit courses.

~~(c) Governing boards shall not expend General Fund moneys to establish and maintain extension classes.~~

~~(d) Governing boards may charge students enrolled in extension classes such fees as they deem appropriate.~~

~~(e) Degree credit courses offered as extension courses shall meet all the requirements in subdivision (a) of Section 55002 of Title 5 of the California Code of Regulations.~~

(b) An extension program offering credit courses established under this section shall have the following characteristics:

(1) The program shall be self-supporting, and all costs associated with the program must be recovered.

(2) Program enrollment shall be open to the public.

(3) The program shall be developed in conformance with the Education Code and Title 5 of the California Code of Regulations governing community college credit courses.

(4) The program shall be subject to district collective bargaining agreements.

(c) Governing boards shall not expend General Fund moneys to establish and maintain extension courses.

(d) Extension credit courses shall not supplant courses funded with state apportionment. Districts shall not reduce state-funded course sections needed by students to achieve basic skills, workforce training, or transfer goals, with the intent of reestablishing those course sections as part of the extension program. District boards of trustees shall annually certify compliance with this subdivision by board action taken at a regular session of the district governing board.

(e) Governing boards may charge students enrolled in extension courses a fee not to exceed the cost of maintaining extension courses. Actual costs shall include the actual cost of instruction, the cost of necessary equipment and supplies, student services and

institutional support costs, and other costs of the district used in calculating the costs of education for nonresident students.

(f) Degree credit courses offered as extension courses shall meet all the requirements in subdivision (a) of Section 55002 of Title 5 of the California Code of Regulations.

(g) (1) Each community college district maintaining an extension program offering credit courses under this section shall collect and keep records that measure student participation, student demographics, and student outcomes in a manner consistent with measures collected by districts in regular credit programs supported through state apportionment, including an analysis of program effects, if any, on district workload and district financial status. Districts shall submit this information to the Chancellor's office by October 1 of each year. For districts operating more than one college, the evaluation shall be for each participating college.

(2) The chancellor shall submit all district information provided pursuant to paragraph (1) to the Legislative Analyst by November 1 of each year. By January 1, 2015, the Legislative Analyst shall submit to the Legislature a written report that includes a summary of the information provided pursuant to subdivision (g), an assessment of the extent to which community college extension programs are operated in a manner consistent with legislative intent, and suggestions to the Legislature for needed statutory improvements.

(h) The requirement for submitting a report imposed under paragraph (2) of subdivision (g) is inoperative on January 1, 2019, pursuant to Section 10231.5 of the Government Code.

(i) A report submitted pursuant to subdivision (g) shall be submitted in compliance with Section 9795 of the Government Code.

(j) This section shall remain in effect only until January 1, 2019, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2019, deletes or extends that date.

(Source: www.leginfo.ca.gov/bilinfo.html)

Date of Hearing: March 29, 2011

ASSEMBLY COMMITTEE ON HIGHER EDUCATION
 Marty Block, Chair
 AB 515 (Brownley) - As Introduced: February 15, 2011

SUBJECT : Public postsecondary education: community colleges:
 extension program.

SUMMARY : Authorizes California Community College (CCC)
 districts to implement extension programs offering credit
 courses without the approval of the CCC Board of Governors.
 Specifically, this bill :

- 1)Codifies Legislative intent to provide local communities
 additional flexibility to meet community workforce needs in
 areas such as advanced technology and workforce development;
 to provide the public access to credit programs offered under
 contracted arrangements with other agencies and companies; to
 address existing limitations in access to extension programs
 due to geographic issues; to augment use of local CCC
 facilities; and to provide other benefits both tangible and
 intangible.
- 2)Authorizes the governing board of any CCC district to
 establish and maintain an extension program offering credit
 courses without the approval of the CCC Board of Governors
 (BOG) .
- 3)Prohibits the CCC district governing boards from expending
 General Fund moneys to establish and maintain extension
 courses.
- 4)Allows CCC district governing boards to charge students
 enrolled in extension classes such fees as they deem
 appropriate.
- 5)Requires degree credit courses offered as extension courses to
 meet all of the requirements of Title 5 of the California Code
 of Regulations, as specified, which governs the development
 and approval of new curriculum for CCC credit courses.

EXISTING LAW :

- 1)Authorizes CCC districts, without the approval of the CCC BOG,

to operate fee-based community service not-for-credit classes in civic, vocational, literacy, health, homemaking, technical, and general education, as specified. CCC districts may not receive General Funds to support these programs.

- 2) Authorizes CCC districts to establish fee-based contract education programs by agreement with any public or private agency, corporation, association, or any other person or body, to provide specific educational programs or training to meet the specific needs of these bodies. CCC districts may not receive General Funds to support these programs, and the programs are not open to the public.

FISCAL EFFECT : Unknown. This bill is tagged nonfiscal by Legislative Counsel.

COMMENTS : Background . CCCs offer four basic types of instruction, including credit, noncredit, community service, and contract education. Noncredit, community service, and contract education courses do not generate maximum apportionment for CCC districts as do credit courses. Title 5 of the California Code of Regulations provide a framework for the development and approval of new curriculum at any CCC district or college, and no course can be offered without thorough local review.

Need for the bill . According to the author, through extension programs CCC could expand course offerings to meet local workforce needs at no additional cost to the state, provide additional credit courses to meet student demand, more fully utilize facilities, and provide greater access to CCC courses because they could be offered closer to home and work.

Budget cuts and course reductions . Ongoing budget shortfalls and the economic downturn have combined to increase CCC enrollment as the State has reduced CCC's budget, resulting in greater student demand for CCC courses than the system can accommodate. Consequently, according to CCC Chancellor Jack Scott, approximately 140,000 students have effectively been denied CCC access, over 95% of all classes are at capacity, and an estimated 10,000-15,000 students are on wait lists for courses. A proposed \$400 million reduction in the Governor's 2011-12 Budget will likely result in more course reductions, closing the doors to an anticipated 350,000 students. In recent years the Legislature has directed CCC to prioritize transfer, basic skills, and career technical education courses in

implementing budget reductions.

Extension is not defined . This bill does not define "extension program" or the types of programs that an extension program may offer. While this bill includes language expressing legislative intent that these programs would extend contract education courses to the public, it also includes language that the extension programs provide "other benefits both tangible and intangible." Staff suggests the intent language be removed, and "extension program" be clearly defined and include greater specificity about the courses that may be offered and the requirement that the programs be open to the public.

What courses will be offered ? According to sponsors, Santa Clarita Community College District and Santa Monica Community College District, CCC extension programs would typically operate in parallel with State-funded programs, either as separate sections offered during the spring or fall semester or quarter, or possibly as separate sessions during winter or summer. The sponsors also indicate that they would offer workforce training and degree programs that are currently only available primarily at for-profit institutions at a higher cost than CCCs would charge.

Will extension courses supplant State-supported courses ? According to the author, students in CCC extension programs would not displace or compete with students enrolled in CCC State-funded classes. However, nothing in this bill would preclude extension courses from supplanting State-supported courses. Staff recommends an amendment that would mirror statute guiding the California State University's self-supporting special session courses, as follows: "The self-supporting extension courses shall not supplant regular course offerings available on a non-self-supporting basis during the regular academic year."

Further, since CCC extension programs may be implemented without CCC BOG approval or oversight, the Committee may wish to consider whether this broad expansion of CCC district authority should be more closely monitored. Staff recommends an amendment to establish a sunset date of December 31, 2019, and require the Legislative Analyst's Office to report to the Legislature by January 1, 2019, on the programs approved under this act.

Fee level . This bill allows CCC governing boards to charge

students enrolled in extension courses "such fees as they deem appropriate." The Committee may wish to consider whether more specificity should be provided. For example, should fees be tied to the cost of the course?

Financial aid . If the same programs were offered through extension as those offered through the State-supported program, students would likely be eligible for federal aid. According to the California Student Aid Commission, if the U.S. Department of Education deems extension courses eligible for federal aid, they would be eligible for Cal Grant awards, as well. However, extension courses would not be eligible for BOG Fee Waivers.

Applicability of existing statutes, regulations, and collective bargaining agreements . Existing collective bargaining agreements and the 75/25 full-time to part-time faculty ratio would appear to apply to extension programs because faculty would be teaching credit courses. However, the 50% law, which requires at least 50% of state expenditures to be spent on instruction, would not.

Related legislation . AB 1029 (Lara), pending in this Committee, would remove the sunset date on AB 1943 (Nava), Chapter 817, Statutes of 2006, which deleted the requirement that the CCC BOG approve stand-alone credit courses offered by CCCs and authorized CCC districts to offer stand-alone credit courses that are not part of an educational program without prior approval by the CCC BOG.

REGISTERED SUPPORT / OPPOSITION :

Support

College of the Canyons
Santa Monica College (sponsor)

Opposition

California Federation of Teachers
Faculty Association of the California Community Colleges

Analysis Prepared by : Sandra Fried / HIGHER ED. / (916)
319-3960

Curriculum and Senate Meetings 2011/2012

Fall 2011

<i>Curriculum I</i>	<i>Senate I</i>	<i>Curriculum II</i>	<i>Senate II</i>
Sept. 8	Sept. 15	Sept. 22	Sept. 29
Oct. 6	Oct. 13	Oct. 20	Oct. 27
Nov. 3	Nov. 10	Nov. 17	Nov. 24 (Thanksgiving)
Dec. 1	Dec. 8	Winter Break	Winter Break

Spring 2012

<i>Curriculum I</i>	<i>Senate I</i>	<i>Curriculum II</i>	<i>Senate II</i>
Winter break	February 9	February 16	February 23
March 1	March 8	March 15	March 22
March 29	April 12	April 19	April 26
May 3	May 10	May 17	May 24

HUMAN RESOURCES OFFICE

Date: March 15, 2011

To: Dr. Edel Alonso
President, Academic Senate

From: Julianna D. Mosier
Sr. Human Resources Generalist

Subject: Discipline Assignment – Albert Loaiza

The following information is provided for discipline assignment

Mr. Albert Loaiza

Mr. Loaiza has been hired as a full-time Counselor – Student Athletes, effective start date March 15, 2010. The following is provided for discipline assignment.

M.S., Counseling, University of La Verne
B.A., Sociology, California State University, San Bernardino

It would appear that Mr. Loaiza qualifies for the discipline(s) of:

- Counseling