

COMMITTEE MEMBERSHIP

Alexandra Tower
Chair
Professor, Botany & Environmental Biology

Esau Tovar
Vice Chair
Interim Dean, Enrollment Services
310-434-4012

Members

Laurie Guglielmo
Chair, Counseling Department

Deyna Hearn
Dean of Students

Denise Kinsella
Associate Dean, IEC

Lucy Kluckhohn-Jones
Professor, Microbiology

Karen Legg
Counseling Department

Alicia Villalpando
Counselor, Transfer Center

Betty Wong
Professor, Mathematics

Student Representatives

Steve Maldonado
Kymia Mahjouri

Interested Parties (non-voting)

Benny Blaydes
Counselor, Associated Students

Gail Fukuhara
Counselor, International Counseling Center

Nathalie Laille
Counselor, Disabled Students Center

Mike Tuitasi
Vice President, Student Affairs

Fall 2015 Meetings

2nd and 4th Wednesdays 1:00 – 3:00 p.m.

*Except when noted

Science Conference Room (Science 251)

Wednesday, 9 Sept
Wednesday, 23 Sept
Wednesday, 28 Oct
*Wednesday, 4 Nov
Wednesday, 25 Nov
Wednesday, 9 Dec

STUDENT AFFAIRS COMMITTEE

AGENDA

28 OCTOBER 2015

1. Public Comments
2. Approval of minutes
 - a. September 23, 2015 (page 2)
3. Academic Regulations
 - a. Updates:
 - i. 4331
 - ii. 4111.7
 - iii. 4210/4210.1
 - b. 4342 (agreement with Title V? page 3)
 - c. 4332 (changes are highlighted, page 5)
4. Announcements

Student Affairs Committee
Minutes Wednesday, September 23, 2015

Attendees: Alexandra Tower - Chair, Laurie Guglielmo, Karen Legg, Lucy Kluckhohn-Jones, Alicia Villalpando, Betty Wong, Esau Tovar - Vice Chair, Benny Blaydes, Gail Fukuhara, Nathalie Laille

Excused/Absent: Deyna Hearn, Denise Kinsella, Steve Maldonado (Student Rep).

1. Call to order 1:00 pm

2. The committee voted unanimously to approve the minutes from September 9, 2015 with the addition of the following attendance tally:

Attendees: Alexandra Tower - Chair, Laurie Guglielmo, Karen Legg, Lucy Kluckhohn-Jones, Alicia Villalpando, Betty Wong, Esau Tovar - Vice Chair, Benny Blaydes, Gail Fukuhara, Deyna Hearn, Denise Kinsella.

Excused/Absent: Nathalie Laille, Steve Maldonado (Student Rep).

3. Old Business

- a. It was discussed that some of the ARs proposed for revision this year at the September 9th meeting will be placed on hold until the guidelines for the Bachelor's degree are established, in order to avoid duplication of effort.

4. New Business

- a. AR 4331: Academic Renewal
 - i. This AR was updated to remove the two year wait time restriction currently required to file for academic renewal. By a vote of 6 to 1, with Esau Tovar voting no, the committee members noted the requirement of completing a minimum number of consecutive units with a certain grade point average was a sufficient requirement to file for academic renewal. The rationale for removing the two year wait time is so as not to delay the students from regaining eligibility for enrollment priority, financial aid, and the completion of their academic goals. Esau expressed this may have an unintended effects, such as decreased student motivation to complete courses successfully. Additionally, this will result in a significant increase in workload with Admissions and Records, which will likely not be met in a timely fashion.
- b. AR 4340: Credit Course Enrollment Limitation
 - i. The committee elected not to amend this AR at the current time.
- c. AR 4342: Standards of Student Success – Probation and Disqualification
 - i. This AR was updated to reflect the following fee waiver provisions approved by the California Community Colleges Board of Governors: effective Fall 2016, after two consecutive semesters of academic and/or progress probationary status, a student will lose eligibility for the California Board of Governor's Fee Waiver.
- d. AR 4111.7: Enrollment Overlap - Courses with Meeting Time Conflicts
 - i. This AR was updated to stipulate that students must allow for a minimum period of 30 minutes to travel between campuses when enrolling in consecutive classes. It also makes it clear that instructors are under no obligation to approve a request for time conflict.

5. Meeting Adjourned at 2:25 pm

Respectfully submitted by Ann Marie Leahy

Title 5: Sections related to AR 4342 Probation & Disqualification

§ 55031. Standards for Probation.

- (a) Academic probation. A student who has attempted at least 12 semester or 18 quarter units as shown by the official academic record shall be placed on academic probation if the student has earned a grade point average below 2.0 in all units which were graded on the basis of the grading system described in section 55023
- (b) Progress probation. A student who has enrolled in a total of at least 12 semester or 18 quarter units as shown by the official academic record shall be placed on progress probation when the percentage of all units in which a student has enrolled and for which entries of “W,” “I,” “NP” and “NC” (as defined in sections 55023 and 55030) are recorded reaches or exceeds fifty percent (50 percent).
- (c) The governing board of a community college district may adopt standards for probation not lower than those standards specified in subdivisions (a) and (b) of this section. Specifically:
 - (1) A district may establish, as the minimum number of units before academic or progress probation is assessed, a number of units fewer than 12 semester or 18 quarter units; or
 - (2) A district may establish, as the minimum grade point average for academic probation purposes, a grade point average greater than 2.0; or
 - (3) A district may establish, as the minimum percentage of units of “W,” “I,” “NP,” and “NC,” a percentage less than fifty percent (50%).

§ 55032. Removal from Probation.

- (a) A student on academic probation for a grade point deficiency shall be removed from probation when the student's accumulated grade point average is 2.0 or higher.
- (b) A student on progress probation because of an excess of units for which entries of “W,” “I,” “NP” and “NC” (as defined in section 55023 and 55030) are recorded shall be removed from probation when the percentage of units in this category drops below fifty percent (50%).
- (c) The governing board of a district shall adopt and publish procedures and conditions for probation and appeal of probation and request for removal from probation. Such procedures and conditions may establish standards not lower than those standards specified in subdivisions (a) and (b) of this section. Specifically:
 - (1) A district may establish, as a minimum grade point average for removal from academic probation, a grade point average greater than 2.0; or
 - (2) A district may establish, as the minimum percentage of units of “W,” “I,” “NP,” and “NC,” a percentage less than fifty percent (50%) for removal from probation.

§ 55033. Standards for Dismissal.

For purposes of this section, semesters or quarters shall be considered consecutive on the basis of the student's enrollment, so long as the break in the student's enrollment does not exceed one full primary term.

- (a) A student who is on academic probation shall be subject to dismissal if the student earned a cumulative grade point average of less than 1.75 in all units attempted in each of 3 consecutive semesters (5 consecutive quarters) which were graded on the basis of the grading system described in section 55023.
- (b) A student who has been placed on progress probation shall be subject to dismissal if the percentage of units in which the student has been enrolled for which entries of "W," "I," "NP" and "NC" (as defined in section 55023 and 55030) are recorded in at least 3 consecutive semesters (5 consecutive quarters) reaches or exceeds fifty percent (50%) in accordance with section 55031.
- (c) The governing board of a district shall adopt and publish procedures and conditions for dismissal and appeal of dismissal and request for reinstatement. Such procedures and conditions may establish standards not lower than the standards specified in subdivisions (a) and (b) of this section. Specifically:
 - (1) A district may establish, as the minimum cumulative grade point average for dismissal purposes, a grade point average greater than 1.75; or
 - (2) A district may establish, as the minimum percentage of units of "W," "I," "NP" and "NC," a percentage less than fifty percent (50%), or
 - (3) A district may establish, as a minimum number of consecutive semesters or quarters, a number fewer than 3 consecutive semesters or 5 consecutive quarters.
- (d) The district board shall adopt rules setting forth the circumstances that shall warrant exceptions to the standards for dismissal herein set forth.

§ 55034. Notification of Probation and Dismissal.

Each community college shall make reasonable efforts to notify a student subject to academic probation or dismissal at or near the beginning of the semester or quarter in which it will take effect but, in any case, no later than the start of the fall semester or quarter. Each community college shall also make a reasonable effort to provide counseling and other support services to a student on probation to help the student overcome any academic difficulties. Each community college shall make reasonable efforts to notify a student of removal from probation or reinstatement after dismissal within timelines established by the district. Probation and dismissal policies and procedures shall be published in the college catalog.

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 70901, 70902 and 76000, Education Code. Same Ed Code references for all sections.

Rationale for Revision:

The primary reason for updating this regulation is to permit students who meet the eligibility criteria to petition sooner. Currently, students who are placed on probationary status for two consecutive semesters lose enrollment priority and beginning in fall 2016, students will also lose eligibility for the California Board of Governor's fee waiver. There are a number of reasons that lead students to probationary status. However, some students demonstrate a significant academic improvement subsequent to the semester they were on probation. Given our current policy, a lapse of two years is required. We propose a change to a lapse of one year.

AR 4332 Progress Renewal

Progress Renewal is a process intended to facilitate transfer, degree and certificate completion, and/or removal from progress probation. The student must meet with a counselor and complete a progress renewal petition. All coursework will remain legible on the student's permanent record ensuring a true and complete record. A maximum of 30 semester units, including up to two Withdrawal ("W"), No Pass ("NP"), or No Credit ("NC"), or any combination of two of these notations/grades in the same course may be disregarded under this policy. Final approval of the petition will be granted by the Admissions and Records Office. Once approved, progress renewal is irreversible.

To qualify for progress renewal, the student must meet the following criteria:

1. Coursework to be disregarded is limited to Withdrawal ("W"), No Credit ("NC"), and No Pass ("NP") notations/grades.
2. The student's previous performance is not reflective of their recent demonstrated ability. Subsequent to the coursework to be disregarded, the student must have completed a minimum of 36 semester units with at least a 2.0 GPA, a minimum of 24 semester units with at least a 2.5 GPA, or a minimum of 15 semester units with at least a 3.0 GPA at a regionally accredited college or university. Units must be consecutive and must have begun any time after the coursework to be disregarded. Any Withdrawal ("W"), Incomplete ("I"), No Credit ("NC"), or No Pass ("NP") notation/grades received during this time-frame will make the student ineligible for progress renewal.
3. There must be a lapse of at least **one year** since completion of the most recent coursework to be disregarded.

Reviewed and/or Updated: 12/09/03; 07/22/08

Revised: November 4, 2014; **updated: 10/28/2015**