

# JOINT ACADEMIC SENATE STUDENT AFFAIRS COMMITTEE

## SANTA MONICA COLLEGE COMMITTEE ACTIVITIES REPORT

**2015-2016**

Prepared by Alexandra Tower, SAC Chair

During academic year 2015-2016, the Student Affairs Committee spent considerable time and effort reviewing and revising administrative regulations impacted by the adoption of new legislation from the State of California or regulations enacted by the California Community Colleges Board of Governors. We also addressed limitations and ongoing challenges presented in several of our administrative regulations impacting student progress, coursework, and conduct/safety. Additionally, we began the process of updating administrative regulations to include the new bachelor's degree program.

### **Adopted Administrative Regulations**

The following thirteen administrative regulations were revised by the Student Affairs Committee during the 2015-2016 academic year in consultation with relevant parties at the college, including the college's legal counsel, Institutional Research, Associated Students, the Counseling Department, and select department chairs/program leaders. The following regulations were adopted by the Academic Senate. A rationale for the revisions is presented below. Updated regulations will soon be available online in the Board's Policy Manual.

- 4110 Residence Regulations
  - This administrative regulation is being revised to conform to changes in residence classification standards enacted through legislation in the past few years. The update also reorganizes the AR for ease of use.
  
- 4111.5 Transfers from Other Colleges
  - The AR was reviewed, and revised with minor revisions in language, not content.

- 4111.6 Transfer Credit from Foreign Institutions for a SMC Degree Certificate
  - This AR is being revised to reflect the addition of the Bachelor's degree program.

**COMMITTEE MEMBERSHIP**  
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**Members**  
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 Professor, Microbiology

Karen Legg  
 Counseling Department

Alicia Villalpando  
 Counselor, Transfer Center

Betty Wong  
 Professor, Mathematics

**Student Representatives**  
 Johnathon Hughes  
 Heather Haro

**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

Dione Carter  
 Dean of Noncredit and External Programs

- 4111.7 Enrollment Overlap – Courses with Meeting Time Conflicts
  - The administrative regulation is being revised primarily to clarify that time conflicts in overlapping classes and distance/time needed for travel between classes at either the same or different site (campuses) may be permitted under limited circumstances, of which convenience in scheduling is not a reason. The revised AR stipulates 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.
  
- 4114 Student Success and Support Program
  - Minor changes to include the Bachelor's degree and also to refer to AR4113 (High School Concurrent Enrollment).
  
- 4210 F-1 International Students' Visas
  - Applications will be accepted from those who wish to enter Santa Monica College as F-1 or F-2 status international students. F-1 and F-2 students will be admitted in both fall and spring semesters as well as winter and summer sessions. F-1 international students are required to enroll in programs of 12 or more units in the fall and spring semesters. F-2 students are limited to enrolling only on a less than full-time basis.
  
- 4210.1 Other Temporary Nonimmigrant Statuses
  - Minor revisions are proposed to reflect recent changes permitting the enrollment of F2 students at approved colleges and universities as described in accompanying changes to AR4210.
  
- 4331 Academic Renewal
  - Santa Monica College's policy on course repetition to alleviate substandard coursework is very restrictive in contrast to most California community colleges. As transfer admission to UCs and CSUs continues to be more competitive, SMC students who perform poorly have a more difficult time gaining admission to the university. In addition, students who are placed on probation are subject to lower enrollment priority and effective fall 2016 will lose eligibility for the California Board of Governor's Fee Waiver. Many students who earned a substandard grade in courses at SMC go on to repeat the equivalent courses at another accredited institution for any number of reasons. Given our current policy, these students are unable to petition for course repetition because the courses were repeated elsewhere. However, Title V does not prohibit community colleges to alleviate a substandard grade from a course if the equivalent course was subsequently repeated elsewhere. It should be noted that both UCs and CSUs will recognize the course repeat notations on the transcript so long as the community college approves them. What this means is that a qualifying substandard grade will be disregarded in the calculation of the transferable GPA and our students will be able to compete on an even ground with other students who attend colleges with a similar course repetition policy.

- 4332 Progress Renewal
  - 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.
- 4342 Standards of Student Success – Probation and Disqualification
  - The California Community Colleges Board of Governors approved the following changes to the Fee Waiver provisions: 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. In addition to this revision, some additional minor changes are included.
- 4410 Rules for Student Conduct
  - This AR was rearranged to match the order in Title IX. Additionally, a new item (item V) has been added to address the problem of current and former students selling and/or trading add codes.
- 4420 Enrollment and Scholarship Standards for Participation in SMC Student Government
  - This AR was revised to incorporate allowances for students with disabilities. The minimum requirement of units for participation in student government can now be assessed and adjusted by the Office for Students with Disabilities, if the disability is affecting student performance.
- 4440 Extracurricular Trips
  - The language did not adequately address field trips of a more academic nature.

### **Suggestions for 2016-2017**

- + Continued attention to revisions of regulations to include the Bachelor’s degree program.
- + Other ARs which have been mentioned for review/updating are included in the following table:

Regulation #	Title
<b>Article 4100</b>	<b>Admission and Registration</b>
4111.3	California High School Proficiency Exam and GED
4111.8	Enrollment Priorities
4113	High School Concurrent Enrollment
4133	Student Enrollment, Attendance and Disenrollment
41##	New AR for Admissions? Esau expressed a need for this.
<b>Article 4300</b>	<b>Student Progress and Graduation</b>
4314	Credit by Examination
4321	Withdrawal from Class
4350	Graduation Requirements
4354	Career and Department Certificates of Completion
4354.1	IGETC Certificate of Achievement
4354.2	CSUGE Certificate of Achievement
4355	Graduation Proficiency Assessments
<b>Article 4400</b>	<b>Student Conduct, Activities and Programs</b>
4412	Honor Code/Honor Council
4435	Responsible Use of Computer Resources