Attendees: Beatriz Magallon, Esau Tovar, Jihyeon Cha, Deyna Hearn, Stanley Hecht, Denise Kinsella, Marisol Moreno, Alicia Villalpando, Micca Cao (Student Rep), Adrian Restrepo (Student Rep), Justine Ramos, (Student)

Excused/Absent: Donna Davis-King

1. Call to order at 1:05 pm
2. Public Comments: None.
3. **Minutes from September 21, 2016 approved as presented. (1st: Esau Tovar; 2nd: Adrian Restrepo) vote: 5 yes, 0 no, 1 abstain**
4. Goals and Objectives for 2016-2017
   a. Review ARs that are low on the priority list and if they do not require substantial changes (e.g., such as only updating the "review" date), they could be addressed first.
   b. When and how do AR changes go into effect? Example given of notifying instructors/students of withdrawal? No change in AR but how does SAC and Academic Senate know when changes will go into effect? When do students find out about changes? Should we be concerned with this?
      i. Committee should focus on updating regulations and discussing policy. Implementation is beyond the scope of Committee. Administrators will take lead.
      ii. Communication with students is determined based on the scope and substance of the changes. Most updates go into the new Catalog, students and counselors are updated by email (as relevant).
   c. Committee might want to start a tradition where incoming committee chair looks back at previous chair's annual report and then asks appropriate administrator how the ARs were implemented.
   d. At what point does the Committee get notified that the AR was approved by the President or that other changes suggested by the committee were made?
      i. We currently are not. However, the chair or vice chair can contact Lisa Rose periodically to ask for an update, or with a request to inform them of when the AR was signed and updated online and SAC can then potentially know when implementation will take effect.
   e. As the Committee makes revisions, it could identify potential departments/programs that may be impacted.
5. ARs for Consideration
   a. **AR4350 Graduation Requirements**
      i. Committee began its review of the AR (Esau had already made several revisions to this AR and the Committee started to work through them as a group).
   b. **4314 Credit by Examination**
      i. Department Chairs would need to provide input and the committee could start some of the revisions. To be forwarded to Chair of Chairs: Mitra
   c. **4113 High School Concurrent Enrollment**
      i. Legal opinion of 50 pages, in addition to AR and Title 5. Best to form a subcommittee to tackle this one.
      ii. Subcommittee: Esau, Beatriz, Justine
   d. **4435 Responsible Use of Computer Resources**
      i. Chief of Technology position at the college is currently vacant, therefore we will assign a low priority to this AR and also need to consult Info Service Committee Chair: Jinan.
   e. **4111.8 Enrollment Priorities:**
      i. Senior staff already decided In-District residents will get priority, will go into effect for Winter/Spring 2017.
      ii. There's a new law to extend priority to foster youth and institute priority to homeless students; may also go into effect for Winter/Spring 2017.
   f. **4353 Adjustment of Graduation Requirement for Students with Disabilities and**
   g. **4115 Academic Adjustments for Students with Disabilities:**

i. Should be revised with feedback from DSPS Department, Stephanie and Natalie.

ii. Subcommittee: Deyna, Stan

h. **4343 Remedial Coursework Limitation:**

i. Short, likely no changes.

ii. Might affect enrollment priorities.

i. **4430 Use of Open Space on Campus by Student Organizations:**

i. There is currently no written policy about vendors.

ii. 2001 was the last time revised.

iii. Legal advice for free speech wording may be needed.

iv. Use of bathrooms and showers by homeless individuals:

1. Primarily up to the District on when access may be granted

2. If they need student ID, do we need wording in the AR?

3. Unit requirements and maintaining student status

4. Having funds or waivers for this population to acquire IDs

v. Subcommittee: Deyna, Nancy, Benny, Jihyeon, Adrian, Micca

vi. We will combine **4430** with **4431 Student Dances** and **4446 Club Events**

j. **4111.1 Auditing of Courses**

i. Short and to be looked at as a group.

k. **4131 Records Classification and Retention**:

i. Title 5 language may have changed.

ii. Subcommittee: Esau, Denise, Marisol, Adrian

l. **Order of Priority for ARs**

i. **4350 Graduation Requirements**

ii. **4111.1 Auditing of Courses**

iii. **4314 Credit By Examination**

iv. **4111.8 Priority Enrollment**

1. Changes already being made by Senior Staff.

2. Look at it briefly next meeting

v. **4113 High School Concurrent Enrollment**

1. Subcommittee needs to meet first

vi. **4321 Withdrawal from Class and 4320 Attendance**

1. No revisions will be made. Esau will follow-up to work on the implementation of messaging to students as instructors drop students from a class and students withdraw from class.

vii. **4435 Responsible Use of Computer Resources**

1. Postponed.

viii. **4353 Adjustment of Graduation Requirement for Students with Disabilities and 4115 Academic Adjustments for Students with Disabilities**

1. Needs to be sent to Natalie and DSPS.

2. Deyna to move forward.

ix. **4343 Remedial Coursework Limitation**

1. To be looked at as a group.

x. **4430 Use of Open Space on Campus by Student Organizations, 4431 Student Dances, and 4445 Events**: for Spring

xi. **4131 Records, Classification, and Retention**

1. Will require subcommittee, set for Spring

m. For next meeting: Items i. – v. above.

6. **Began Revisions of AR 4350 Graduation Requirements**

7. Meeting Adjourned at 3:00 pm.

Respectfully submitted by Will Taylor