



Officers & Executive Committee

Table listing officers and executive committee members including President Christina Gold, Co-VPs Faculty Development Briita Halonen & Moon Ichinaga, and various VP roles.

Main table listing members by division: Adjunct, Behavior & Social Sciences, Business, Compton Educational Center, Counseling, Fine Arts, Health Sci & Athletics/Nursing, Humanities, Industry & Technology, Learning Resource Unit, Mathematical Sciences, Natural Sciences, Academic Affairs & SCA, Associated Students Org., President/Superintendent, The Union, Division Personnel, and Ex-officio positions.

Dates after names indicate the last academic year of the senator's three year term, or example 11/12 = 2011-2012. *denotes senator from the division who has served on Senate the longest (i.e. the "senior senator")



SENATE'S PURPOSE (from the Senate Constitution)

- A. To provide an organization through which the faculty will have the means for full participation in the formulation of policy on academic and professional matters relating to the college including those in Title 5, Subchapter 2, Sections 53200-53206. *California Code of Regulations*. Specifically, as provided for in Board Policy 2510, and listed below, the "Board of Trustees will normally accept the recommendations of the Academic Senate on academic and professional matters of:
 - 1. Curriculum, including establishing prerequisites and placing courses within disciplines
 - 2. Degree and certificate requirements
 - 3. Grading policies
 - 4. Educational program development
 - 5. Standards and policies regarding student preparation and success
 - 6. District and college governance structures, as related to faculty roles
 - 7. Faculty roles and involvement in accreditation process, including self-study and annual reports
 - 8. Policies for faculty professional development activities
 - 9. Processes for program review
 - 10. Processes for institutional planning and budget development, and
 - 11. Other academic and professional matters as mutually agreed upon between the Board of Trustees and the Academic Senate."

- B. To facilitate communication among faculty, administration, employee organizations, bargaining agents and the El Camino College Board of Trustees.

ECC ACADEMIC SENATE MEETING DATES AND LOCATIONS (1st and 3rd Tuesdays)

FALL 2011

September 6	Alondra Room
September 20	Alondra Room
October 4	Alondra Room
October 18	Alondra Room
November 1	Alondra Room
November 15	Alondra Room
December 6	Alondra Room

SPRING 2012

February 21	Alondra Room
March 6	Alondra Room
March 20	Alondra Room
April 3	Alondra Room
April 17	Alondra Room
May 1	Compton Educational Center
May 15	Alondra Room
June 5	Alondra Room

CEC ACADEMIC SENATE MEETING DATES AND LOCATIONS (Thursday after ECC Senate, usually)

FALL 2011

September 9	Board Room
September 23	Board Room
October 7	Board Room
October 21	Board Room
November 4	Board Room
November 18	Board Room
December 9	Board Room

SPRING 2012

March 3	Board Room
March 17	Board Room
April 7	Board Room
April 21	Board Room
May 5	Board Room
May 19	Board Room
June 2	Board Room



AGENDA & TABLE OF CONTENTS

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A. CALL TO ORDER (12:30)		
B. APPROVAL OF MINUTES		6-12
C. OFFICER REPORTS	<ul style="list-style-type: none"> A. President B. VP – Compton Education Center C. Chair – Curriculum D. VP – Educational Policies E. Co-VPs – Faculty Development F. VP – Finance G. VP – Academic Technology H. VP – Instructional Effectiveness 	<ul style="list-style-type: none"> 13-17 18-20 21 22-23 24-25
D. SPECIAL COMMITTEE REPORTS	<ul style="list-style-type: none"> A. Academic Senate for California Community Colleges – Michelle Pilati, ASCCC President B. Faculty Association of California Community Colleges – Cynthia Mosqueda, Governor at Large, FACCC Board of Governors C. MyEDU – Bill Mulrooney, Karen Holtz and Cynthia Mosqueda D. Fine Arts Division – Resolution of No Confidence in the Dean 	26
E. UNFINISHED BUSINESS	<ul style="list-style-type: none"> A. Board Policy 4225 Course Repetition – This policy was passed by the Senate on April 3 along with the related procedure. The procedure is moving on to the Board of Trustees as an information item for their May 21st meeting. At College Council on April 30, the policy was returned to the Senate by the College President and VPAA with an objection to the addition of the language “mutual agreement.” The Educational Policies Committee considered the suggested revised 	27-28



Academic Senate of El Camino College 2011-2012

16007 Crenshaw Blvd., Torrance CA 90506-0002 (310)532-3670 x3254

May 15, 2012

	<p>language in the version in this packet and it is being brought back to the Senate for discussion/vote.</p> <p>B. AP 4105 Distance Education (second reading). On April 23 this administrative procedure was sent forward from the Educational Policies Committee for a first reading by the Senate. At the first reading on May 1, a couple changes were suggested. They are indicated in comment bubbles on the draft.</p> <p>C. BP/AP 4250 Probation, Dismissal and Readmission (second reading). On April 23 this was sent forward from the Educational Policies Committee for a first reading by the Senate. First reading of the Senate occurred on May 1, 2012.</p>	<p>29-30</p> <p>31-42</p>
<p>F. NEW BUSINESS</p>		
<p>G. INFORMATION ITEMS – DISCUSSION</p>	<p>A. CSU Local Area Admissions</p>	
<p>H. FUTURE AGENDA ITEMS</p> <p>I. PUBLIC COMMENT</p> <p>J. ADJOURN</p>		



Committees

<u>SENATE COMMITTEES</u>	<u>Chair / President</u>	<u>Day</u>	<u>Time</u>	<u>Location</u>
Academic Technology Comm.	Pete Marcoux, Virginia Rapp			
Assessment of Learning Comm.	Jenny Simon, Kelly Holt, Kaysa Laureano-Ribas, Claudia Lee	2 nd & 4 th Mon.	2:30-4:00	Library 202
Academic Program Review Comm.	Claudia Lee, Christina Gold			
Compton Academic Senate	Saul Panski	1 st & 3 rd Thurs	1:00-2:00	CEC Board Room
Compton Faculty Council	Saul Panski	1 st & 3 rd Thurs	1:00-2:00	CEC Board Room
Curriculum Committee	Jenny Simon	2 nd & 4 th Tues	2:30-4:30	Admin 131
Educational Policies Comm.	Merriel Winfree	2 nd & 4 th Tues	12:30-2:00	SSC 106
Faculty Development Comm.	Briita Halonen, Moon Ichinaga	2 nd & 4 th Tues	1:00-2:00	West. Library Basement

<u>CAMPUS COMMITTEES</u>	<u>Chair</u>	<u>Senate / Faculty Representative/s</u>	<u>Day</u>	<u>Time</u>	<u>Location</u>
Accreditation	Jean Shankweiler	Matt Cheung			
Basic Skills Advisory Group	Elise Geraghty, Arturo Martinez	Jason Suarez			
Board of Trustees	Bill Beverly	Christina Gold	3 rd Mon.	4:00	Board Room
Calendar Committee	Jeanie Nishime	Kelly Holt Christina Gold			
Campus Technology Comm.	John Wagstaff	Pete Marcoux			
College Council	Tom Fallo	Christina Gold David McPatchell	Mondays	1-2:00	Admin 127
Dean's Council	Francisco Arce	Christina Gold	Thursdays	8:30-10:00	Library 202
Distance Education Advisory Committee	Alice Grigsby				
Enrollment Management Comm.	Arvid Spor	Christina Gold Chris Wells Sara Blake Cynthia Mosqueda Juli Soden	2 nd Thurs	2-3:30	Library 202
Facilities Steering Comm.	Tom Fallo	Christina Gold			
Insurance Benefits Comm.			4 th Tues	1-2:30	
Planning & Budgeting Comm.	Arvid Spor	Lance Widman Emily Rader (alt)	1 st & 3 rd Thurs.	1-2:30	Library 202

All of these Senate and campus committee meetings are open, public meetings. Please feel free to attend any meetings that address issues of interest or concern to you.

ACADEMIC SENATE ATTENDANCE & MINUTES
1st May 2012

Adjunct Faculty

Hall, Kathy
Bonness, Nicholas Sean

Behavioral & Social Sciences

Firestone, Randy EXC
Gold, Christina X
Moen, Michelle X
Widman, Lance EXC
Wynne, Michael X

Business

Siddiqui, Junaid X
Lau, Philip S
VACANT

Counseling

Pajo, Christina X
Sabio, Sabra
Vaughn, Dexter
Key, Ken

Fine Arts

Ahmadpour, Ali
Bloomberg, Randall
Crossman, Mark
Schultz, Patrick EXC
Wells, Chris X

Health Sciences & Athletics

Hazell, Tom
Colunga, Mina
Baily, Kim X
Holt, Kelly X

Humanities

Isaacs, Brent
Marcoux, Pete
McLaughlin, Kate
Halonen, Briita EXC
Simon, Jenny

Industry & Technology

Gebert, Pat
Hofmann, Ed
MacPherson, Lee
Winfree, Merriel X
Marston, Doug

Learning Resources Unit

Striepe, Claudia X
Ichinaga, Moon X

Mathematical Sciences

Barajas, Eduardo X
Bateman, Michael
Hamza Hamza X
Sheynshteyn, Arkadiy
Taylor, Susan X

Natural Sciences

Doucette, Pete
Herzig, Chuck EXC
Jimenez, Miguel
Palos Teresa
VACANT

Academic Affairs & SCA

Arce, Francisco X
Nishime, Jeanie X
Lee, Claudia
Lam, Karen

ECC CEC Members

Evans, Jerome
Norton, Tom X
Panski, Saul X
Pratt, Estina X
Halligan, Chris X
Odanaka, Michael X

Assoc. Students Org.

Asher, Rebekka
Valdez, Cindy

Ex- Officio Positions

Elizabeth Shadish

Guests, Dean's Rep, Visitors:

B. Perez, S.Dever

Unless noted otherwise, all page numbers refer to the packet used during the meeting, not the current packet you are reading now.

The sixth Academic Senate meeting of the Spring 2012 semester was held at the Compton Education Center and called to order by Academic Senate President Gold at 12:40pm.

Approval of last Minutes:

[See pp.6-11 of packet]The minutes of the 17 April meeting were approved as written.

REPORTS OF OFFICERS

Academic Senate President's report – Christina Gold (henceforth CG)

CG reported on items discussed in College Council.

El Camino will be designated a Restricted Smoking Campus. There was talk of the need for enforcement, and the ECC police will tickets those not keeping to the smoking areas. Per the Cal. Code of Regulations, offenders will get prior warning citations before actual tickets. In response to a question from Ms. Winfree CG noted that signs would be posted on campus.

The Grade Change Procedure was reviewed during College Council and will now move on to the Board. The Academic Senate had passed BP 4225, the Course Repetition Procedure and Policy. At College Council the Procedure was deemed good and will move on to the Board and be hyperlinked into the catalog, however [see separate handout] the Policy raised some concerns. The handout has on one side the current 92006) Policy, and on the other side the proposed revised Policy (2012) CG noted that the Comment boxes reflected the areas of concern/discussion during College Council. CG noted that President Fallo is uncomfortable with having the statement “*in mutual agreement with the Academic Senate..*” inserted into all policies as he feels the college has established mutual agreement as the overarching method of communication and procedure on the campus and therefore it is redundant to add this statement in. Additionally, the inclusion of this statement might lead to other groups insisting upon also being named. These were the arguments in favor of removing the statement. Please send feedback on this to CG.

Dr. Arce mentioned the traditional statement “...the Superintendent President or designee will develop procedures for these policies with consultation with appropriate constituents...” and recommended using this statement and eliminating the first paragraph. Ms. Winfree asked who would decide who the “appropriate constituents” would be? Dr. Arce said it would depend on the policy. Ms. Taylor felt the statement was too vague and was in favor of spelling out Academic Senate in areas where the Academic Senate was the appropriate constituent. Dr. Nishime cited the example of the Course Repetition Policy noting that this affected students heavily so the Student body should also be named, not just the Academic Senate. Ms. Taylor agreed, but noted that the level of involvement of the various groups is different. Dr. Nishime noted that most items move through the Senate Ad. Policies Committee anyway, so Senate involvement is a given. Dr. Arce asked whether the Senate wanted to pigeonhole the body into only being consulted where named. Dr. Arce mentioned the campus Internet policy as an example, saying that the Senate was not necessarily an “appropriate constituent” here, but had been consulted anyway. Senate consultation would always be sought if it made sense. CG noted that she would bring these arguments back to the Ed Policies Committee and will request it be an action item for the May 15th meeting, especially if it sets a precedent.

CG mentioned that the Consultation presentation had also been discussed during Council. College Council has not decided how to proceed. CG has requested the next presentation on Issue Resolution, but had received a negative response to that request. She noted she does not see these as accreditation visits, but visits to offer suggestions. Please send ideas on the matter to CG.

Mr. Wells mentioned that Senate had passed the Resolution before the visit, and perhaps Senate should revisit the issue to see whether they wanted to reaffirm the Resolution or whether the visit has caused the members to feel differently about the issue.

CG said she has held off on presenting the Resolution to the Board while she investigated how to get the matter on the official Board agenda. It seems one has to submit a Public Agenda Request.

CG has a choice also whether to present to the Board as an informational item, or to present and ask for a vote on the Resolved to direct/persuade Dr. Fallo to request the issue resolution service. CG asked the Senate for opinion. Mr. Wells felt it should be presented as an informational item, and then later push for a vote, in the interests of being transparent and letting the Board be aware of faculty feeling on the issue. Mr. Panski agreed, noting he thought the Board would not vote on the issue. Mr. Wells noted that this issue would not be speedily resolved.

Dr. Arce pointed out that BP 2510 requires the Academic Senate to work with the VPAA as a liaison to the Board. He felt this was a protocol that should be used. CG noted that she had followed his directions in this matter. Dr. Arce felt that there should be more conversations with him on the Resolution.

CG went on to talk about parking, noting that it was gratifying to see the CEC lot so full. CG pointed to minutes of the Facilities Steering Committee [see pg. 12 of packet] noting that the Committee will be meeting more frequently while it develops the Facilities Master Plan. CG drew attention to Item #3 Parking Structure Lot F. An engineer called to investigate the problem of the crumbling cement has noted that the problem is extensive and will cost around \$13 million to repair. Ms. Higdon said the campus will attempt to use Bond monies for the repairs, or perhaps use monies from the General Fund.

CG said that the topic of Adjunct issues would be discussed at the next meeting. CG noted that Ms. Graff of Institutional Research can disaggregate adjunct answers from the last Campus Climate Survey, and these responses might give us more feedback on issues.

CG reported that Michelle Pilate???? Will attend our next Senate meeting on May 15th to give a report and listen to the presentation on myedu.

VP Compton Education Center – Saul Panski (SP)

SP noted that the CEC Academic Senate is meeting to honor 7 faculty who are retiring (SP among them) and Lesley Kawaguchi will be in attendance as she has long taken a great interest in the Compton campus.

SP reported that Jack Scott would be the CEC commencement speaker.

The CEC has hired a new CEO. An Academic Awards tea is upcoming. Holly Schumacher will be the CEC faculty Co-Chair to the next ECC Accreditation Self Study report. SP thanked ECC for the example of the Distinguished Faculty Award, which has now been adopted by the CEC, and which will help boost CEC faculty morale.

Curriculum Committee – Jenny Simon (JS)

No report.

VP Educational Policies Committee – Merriel Winfree (MW)

MW reported that the first reading of BP/AP 4250 and AP 4105 will come up later in the meeting.

VP Faculty Development Committee – Briita Halonen (BH) (Co-VP) and Moon Ichinaga (MI) (Co-VP)

[See pp14-16 of packet] for minutes of last Faculty Development Committee meeting. MI noted the screening of “Farewell to Manzanar” the 1976 Universal film to coincide with the Asian Pacific Heritage Month, confirmed for Thursday May 17th.

Regarding the discussion at the last Senate meeting on adjunct concerns, Faculty Development is coordinating with Institutional Research to prepare a survey of adjunct faculty only.

MI mentioned 2 development opportunities for faculty, both on May 4th -a “Strengthening Student Success” conference at Mt. SAC, and “Conversations about Acceleration” at ECC 8:30 am to 3:00pm.

VP Finance – Lance Widman (LW)

LW was not able to make the meeting. CG read LW's report.

[See pp. 17-20 of packet] PBC 3/5 Minutes: The primary point of discussion was the DRAFT Potential 2012-2013 Budget Reductions. Please remember that all of the numbers are tentative, subject to change, especially when considering the following:

1. The May Revision of estimated State revenues and projected expenses is due to be released within the next two weeks. That's when discussions in the Legislature get really serious when the numbers are much more firm than those used in the January Budget proposal.
2. The Legislative Analyst Office, the key advisory agency to the State Legislature, is already projecting a \$2 billion revenue shortfall for 2011-2012. If accurate, more cuts in State support are very likely.
3. Ballot measures to be voted on in November, including a proposed tax increase cosponsored by Gov. Brown and CFT, as well as a competing tax increase proposal. Recent poll results indicate that voter support for any tax increase is tepid at best.
4. P. 19, item 4.t, projected \$2+ million in savings based on negotiated items are a complete unknown, but will come out of the employees' hide one way or the other.

Ms. Taylor asked if the Senate could get a copy of the 5year Budget Assumption report. CG said she would include it in the next packet. Dr. Arce noted that Dr. Spor has posted it online. Ms. Taylor noted that if we are to discuss it in Senate we would need to have a paper copy to refer to.

VP Academic Technology Committee – Pete Marcoux (PM)

No Report.

VP Instructional Effectiveness – Kelly Holt (KH)

KH noted that a focus group meeting had been held on April 23rd in Admin. 131 This had been a brainstorming session to decide on an assessment methods for the next core competency "community and Collaboration". Good ideas had come out of the meeting and Institutional Research also have some ideas to share. KH also noted that Program Review is going well. There have been concerns about needing a more authentic assessment, as thus far it has been mainly student self-interpretation. KH noted that CG had mentioned looking at data already collected by Programs, and these are the sorts of ideas needed. Email other ideas to KH or attend the meeting.

SPECIAL COMMITTEE REPORTS

Evaluation Procedures Committee

MI reported that the librarians were trying to revise their evaluation tool, and had noted that contractually such changes are required to be passed via an Evaluation Procedures Committee. It appears that this Committee is a 3 member body comprised of one Administrator, one Federation member and one faculty member (or their designees) All faculty Divisions should be passing any evaluation revision plans through this committee. It was requested that the Committee be convened soon. Last Senate meeting had resulted in faculty volunteers (Ms. Taylor and Mr. Ahmadapour) Dr. Perez noted that the Committee was Federation business and thus should be convened by the Federation, and Ms. Taylor said she could also represent the Federation if needed. MI noted it was not clear who coordinated the Committee. Dr. Perez said it was a working condition, therefore a contract issue, therefore under the Federation. Dr. Perez went on to say that the Committee does not need a specialist, as they would bring in the subject specialist to talk to the Committee, the Committee merely "blesses the forms" that the Division or Department brings to them.

MI asked why there was not a Committee if this was supposed to be a standing Committee? Dr. Perez said that change to evaluation tools was requested so rarely that the Committee was just called as needed. Dr. Arce noted that this has been a non-formalized process that has worked well, noting that there has been no outpouring of concern on the matter before. Ms. Taylor noted that a student has approached her with concerns, and CG noted that the DE evaluation forms are also bad. Mr. Wells noted that in general the process could be made more meaningful.

Dr. Perez said that different Divisions have different forms based on subject content. One could find the common thread and then add specialties onto that.

MI noted that the librarians had a revised form ready, but had been holding onto it for several years because of being told different things. The need for action was felt to be urgent. CS noted that the Federation member for this area Don Brown was currently on Sabbatical.

CG noted she would bring this up again at the next Senate meeting.

The relevant portion of the contract is Evaluations Procedures Committee in Article 20, Section 5.

ASCCC Spring Plenary Session Report – Chris Wells (CW).

CW reported that the session was held in conjunction with the Chief Instructional Officers Conference .ECC was represented by Mr. Natividad at the CIO Conference and CW and Mr. Odanaka and Mr. Darwin represented ECC and the CEC at the ASCCC conference.) CW noted there had been a lot of interesting discussion and that the ppts from the session are on the website. Regarding the Student Success Taskforce recommendation, the ASCCC recommends waiting until the legislation comes through before acting, and that there was a lot of talk regarding the purview of the Academic Senates in this area. Also, some colleges are doing “bottleneck” analysis – looking at classes/processes that hold students up from graduating. Some colleges are asking the question: Which students are we NOT willing to serve? There has been no real analysis of the COST of student success, so the degree of implementation of the legislation based on the recommendations will depend on funding. It is unlikely colleges would be able to implement all, so which constituents would they cut/drop.

CW noted that SP1440 degrees were an important discussion. He reported on a new website “A Degree with a Guarantee.” From Spring 2013, the only students admitted to a SCU will be students with an AA/Transfer degree. In Fall admission will be open to all, and the next Spring back to only students with a transfer/AA degree, and so on. Mr. Norton asked if no high school students would be accepted and CW said only in the Fall semesters and then it would be conditional on passing Math and English – otherwise they would be referred to a Community College.

There were also concerns expressed re: the piloting of the MYEDU – the feeling is that Academic Senates should have been consulted for input.

CW mentioned another website “20 million Minds” from Rice University, the goal of the group is to lower textbook costs, and they have free or low cost books on an open source platform.

They also evaluate textbook costs and have student evaluations on textbooks.

<http://www.20mm.org/our-focus.html>

Dr. Arce said that he would like to suggest a linked matter for future Senate discussion. The college has been trying to get Divisions to get these transfer degrees mentioned earlier, completed. ECC has only 3 approved. Dr. Arce hoped the Senate considers this a serious matter and that the members will communicate this to their Divisions. This is fast becoming an important and urgent matter to transferring students. Mr. Wells agreed, noting that we are a ways

behind. Dr. Arce noted that we have an additional problem as we are not in a local selection area and therefore our students must have one of these degrees for admission.

Student Success Task Force Recommendations Committee.

[See pp21-22 of packet] for minutes of the Task Force meeting of April 6th. CG noted that this had been the first meeting of the task force. CG drew attention to the bolded are on pg 21 which set out the purpose of the task force “To evaluate the recommendations of the Student Success Task Force and develop a strategy for implementing the recommendations at El Camino College.” The task force had also talked of the meaning of “student success”.

UNFINISHED BUSINESS

None

NEW BUSINESS

BP/AP4250 Probation, Dismissal and Readmission. First Reading. VP Ed. Policies Committee.

Merriel Winfree (MW)

[See pp 23-27 of packet] MW reported that much of the language is from the CCCL template. CG noted that while 1.75 gpa is the minimal for dismissal/probation according the Title V, we are setting it higher at 2.0.

Ms. Taylor asked about the phrase “semester units”, asking what other unit types existed? CG said the document differentiated between intersession units and semester units, quoting the information on pg 30.”terms shorter than 16 weeks (ie winter , summer) will not be considered a semester”. Mr. Wells thought that veterans could bring in military units.

Dr. Nishime noted the explanation re Semester and intersession units was not clear. Dr. Arce felt it was cumulative and all gpa was considered. CG thought it might then have something to do with Admissions procedures...perhaps Summer session units could not be used when registering for Fall.

Ms. Taylor felt that the units were still essentially the same, and Dr. Arce agreed, saying a unit is a unit.

Ms. Taylor suggested eliminating the phrase “semester units” and rethinking point 9 on pg. 30.

CG said the Ed Policies Committee will try to get more clarification from Mr. Mulrooney

CG drew attention to a statement on pg. 25 “The Superintendent/President or designee, in mutual agreement with the Academic Senate...” suggesting that this phrase always be used instead of only mentioning the Superintendent/President or designee....

Dr. Nishime said that if this were to be changed, all such language in policies would have to be changed, and felt it was rather a given, and therefore not necessary to list all groups each time.

Dr. Arce requested that MW send him a copy of this document electronically.

AP 4105 Distance Education. First Reading. VP Ed. Policies Committee. Merriel Winfree (MW)

[see pp 38-39 of Packet]

MW drew attention to the second paragraph. Mr. Panski had a concern – he felt it was unclear whether all three procedures would be used, or just one, or a combination. He felt, depending on the intent, it might be better to say...”through utilization of one or more of the following...”

Mr. Panski asked whether we have proctored exams at this time? The answer is no, but Dr. Dever noted that some instructors have made such arrangements with other faculty or institutions. Dr. Dever said that much of the wording was also from the CCLC template, but agreed to make the wording more flexible, noting that the goal is to make the process secure.

Ms. Taylor suggested the Committee review the 2nd paragraph as the wording seemed awkward, and felt the statement “in consultation with the appropriate campus committee” was too vague. CG felt that DEAC should be consulted. Ms. Taylor asked why not say DEAC. CG said they were not named in case the Committee name changed. Suggestions were “...In consultation with DEAC or similar committee..”,

or “..Mutual agreement with the Academic Senate or committee designated by the Academic Senate...”
These suggestions will go back to the Committee.

Resolution for the Elimination of CSU Service Areas.

[See pg. 40 of Packet]

INFORMATION ITEMS –DISCUSSION

Adjunct Faculty Concerns.

FUTURE AGENDA ITEMS

PUBLIC COMMENT

None.

ADJOURN

CG thanked all for coming out in the drizzle. The meeting adjourned at 2:00pm.

CS/ECC2012

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting April 30, 2012

Present: Francisco Arce, Rebekka Asher, Thomas Fallo, Ann Garten, Chris Gold, Irene Graff, Jo Ann Higdon, Dillan Horton, Jeanie Nishime, David Mc Patchell, Susan Pickens, Luukia Smith, Lynn Solomita, Arvid Spor, Michael Trevis.

1. BP 3570 – Restricted Smoking Areas on Campus was reviewed. Recommended changes will be made. Campus police will enforce and we will have the ability to impose a fine. Policy will go to the Board in May.
2. AP 4231 – Grade Change. This will go to the Board for informational purposes in May.
3. BP 4225 – Course Repetition. This policy is not ready for Board approval.
4. AP 4225 – Course Repetition. This procedure will go to the Board for informational purposes in May.
5. ASO Collegial Consultation Resolution was discussed.
6. Collegial Consultation Presentation. College Council members will watch the video as a group.
- 7. Board of Trustee Meeting Agenda Requests – Items can be placed on the agenda in a Public Agenda Request section.**

DRAFT

EL CAMINO COLLEGE
Office of the President
Minutes of the College Council Meeting April 23, 2012

Present: Francisco Arce, Rebekka Asher, Thomas Fallo, Ann Garten, Chris Gold, Irene Graff, Jo Ann Higdon, Jeanie Nishime, David Mc Patchell, Susan Pickens, Gary Robertson, Elizabeth Shadish, Luukia Smith, and Lynn Solomita.

1. Proposed Smoking Policies – Draft policy B with Jeanie’s revisions will be presented to the Board. The term “Smoke-Free” will be removed from the policy. Basic slab/uncovered smoking areas will be provided in designated smoking areas.
- 2. Members of College Council discussed the Collegial Consultation presentation made by Mr. Scott Lay and Ms. Michelle Pilati at the April 3, 2012, Board meeting.**
3. Policy and Administrative Procedure – 4225 – Course Repetition was distributed. College Council members are to review and give responses to Francisco.

Minutes of the College Council Meeting May 7, 2012

Present: Francisco Arce, Rebekka Asher, Ann Garten, Chris Gold, Irene Graff, Jo Ann Higdon, Jeanie Nishime, David Mc Patchell, Susan Pickens, Gary Robertson, Luukia Smith, Lynn Solomita, and Arvid Spor.

1. **ASO Collegial Consultation Resolution**/Letter to the Board of Trustees was discussed.

2. The Accrediting Commission is requiring that faculty receive **academic integrity training**. Policies and Procedures will be developed.

3. Team Reports

a. Jeanie: Year-end activities have begun.

b. David: The Compton Center is developing an Honors Transfer Program.

c. Jo Ann: A TRANS (Tax Revenue Anticipation Note) for 2012-13 fiscal year for up to \$10 million will go to the Board this month. It is anticipated that another TRANS will go to the Board in March for up to \$30 million. The final G.O. Bond issuance will occur in the next two months. There will be a presentation on parking lot F at the Facilities Steering Committee meeting today. ECC Police Department has received a “Best Practices” award from the FBI for assistance with an international student.

d. Gary: Traffic flow has improved in parking lot F.

e. Irene: There was a presentation on the Career Advancement Academy at the Management Forum. The May 16th Management Meeting will be at the Compton Center. There are two “Green Bag Lunches” this week in honor of Earth Week.

f. Lynn: Final interviews are 50% complete. Requests for part-time faculty and staff are being processed. The District is in negotiations with the ECCFT. The POA contract will be printed by the end of next week. STRS law changes will change the way faculty is paid.

g. Rebekka: There is a table on the Library lawn for Earth Week. ASO elections are this week. The ASO & Corona del Camino Recognition Banquet is May 25, 2012. There is a hair donation drive for cancer patients May 21-22, 2012.

h. Chris: The Academic Senate reviewed Probation policy and procedures and Distance Education procedures. The Senate will have a presentation of “My Edu” at their next meeting. A faculty evaluation procedure committee may be formed.

i. Luukia: The ECCE General Meeting is next Friday. Classified Professional Development week is May 15-25, 2012. The Team Building Extravaganza and Lunch is Friday, May 25th.

j. Francisco: The Distinguished Faculty Award winner is Maria Brown and the Distinguished Staff Award winner is Sheryl Shenefield. ECC presented a Mental Health Essentials Workshop and a panel on Diversity within the Hispanic/Latino Community. Registration begins May 15th. The first draft of our Accreditation Follow-Up report is completed.

El Camino College – Office of the President
Facilities Steering Committee
April 23, 2012

Present: Francisco Arce, Rebekka Asher, Rocky Bonura, Tom Brown, Bob Gann, Ann Garten, Chris Gold, Irene Graff, Randy Hartman, Jo Ann Higdon, Rory Natividad, Jeanie Nishime, Dipte Patel, Susan Pickens, Gary Robertson, Deborah Shepley, Angela Simon, Luukia Smith, and Rick Yatman.

1. 2010 Facilities Master Plan was reviewed.
2. 2012 Facilities Master Plan Update was presented by Deborah Shepley.
 - a. 2012 Facilities Master Plan Update needs Board approval.
 - b. Unfunded new construction and modernization projects total \$331,644,000.
 - c. ASO does not want Library and Administration functions in the same building.
3. **Parking Structure – Lot F**
 - a. 2005 inspection report recommended a phasing of \$4.7 million of repairs and rehabilitation over a ten year period.
 - b. **Rapid deterioration has increased costs of repairs to approximately \$13 million.**
 - c. “Drive lanes” were relocated which resulted in a reduction of approximately 400 spaces.
 - d. Opportunity to add an additional deck that could include a photovoltaic system (conversion of light into electricity).
4. El Camino College will be designated as a Restricted Smoking Campus.
5. Future Facilities Steering Committee Meetings and Agendas (Board Room):
 - a. Monday, May 7, 2012 at 2 p.m.
 - i. Steve Kinney, Public Opinion Strategies survey results (bond extension).
 - ii. IDS Structural Engineering Report – Parking Structure – Lot F.
 - b. Monday, May 14, 2012 at 2 p.m.
 - i. Facilities Steering Committee recommendations to Board of Trustees.



EL CAMINO COLLEGE
Office of the Vice President – Academic Affairs

NOTES – ENROLLMENT MANAGEMENT MEETING
MARCH 8, 2012

Present: L. Alford, F. Arce, S. Blake, R. Durand, C. Gold, I. Graff, J. Ishikawa, E. Martinez, B. Mulrooney, J. Nishime, D. Reid, J. Shankweiler, J. Soden, A. Spor, C. Wells, D. Shrader

I. INFORMATION ITEMS

- A. Notes – 1/12/12: Distributed and approved as written.
- B. Compton Update: No update.

II. DISCUSSION/ACTION

- A. Enrollment Management Plan Structure Review: Committee reviewed the purpose and basic principles of the Enrollment Management Plan.
 - Purpose #1 – enrollment has declined due to reduction from the state. As enrollment declines, how should the College best utilize resources? Target moves every year up and down depending on state funding.
 - 2011-12: approximately 400 FTES was unfunded which equates to 100 sections. Approximately 17,950 FTES was funded for the year. Average FTES per section is between 4.1-4.3.
 - The College does not have influence on service area. 50% of the students are from outside the District.
 - Enrollment is based on economy, CSU and UC restrictions, and external factors.
 - It was suggested to combine the statements #3 and #4 under purpose: “a well-balanced and varied schedule, responsive to the needs of our students and community,” and “a comprehensive educational program that is responsive to the needs of our students and community.” The three types of classes to focus on are: basic skill/developmental; transfer curriculum, CTE. Focus on student needs – how often and what time are classes offered? How many students are turned away if more funding was available?
 - The basic skill component – students must have ed plan.
 - In the past, outreach counselors and student ambassadors were available, and the class schedule was mailed to residents. Due to lack of funds, it was eliminated. Look at practices such as when the College experienced a growth mode and re-evaluate when it does not need growth.
 - In some areas of certificates/degrees, there are very few students that apply (single digit in some instances). The College may want to consider reorganizing and re-evaluating the certificates and degrees.
 - For the seven goals – keep or modify? What are the College needs? Since goal #6-Marketing and goal #7-Student Recruitment is not a priority at this time, it could be deleted.

B. **Basic Skills Placement and Course-Taking Patterns:** The Student Success Task Force recommends that students need to address basic skill deficiency as early as his/her first year of enrollment. Findings from Institutional Research provided test results for all new students from fall 2006 – fall 2010:

-- **English** – placement rate is lower and over time placed into transfer level in English (reading and writing increased). English 84 (college prep) stayed the same. Basic skills declined. Transfer-level courses increased.

-- **Math** – stable over time. Basic skills declined over time.

-- IR to provide course pattern tracking when student starts English series and provide a comparison. Which students have an Ed Plan and/or in FYE?

-- Math is an issue for many students but the program is providing more innovative ideas and shows a lot of promise.

Discussion will continue at the next meeting on the Enrollment Management plan.

C. **2011-12 Unallocated Funding (\$8,500)**

The 2011-12 budget for Enrollment Management is \$28,000. Remaining balance is \$8,500.

EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
APRIL 24, 2012

Present: F. Arce, B. Carey, J. Davidson, E. French-Preston, S. Gates, M. Lipe, E. Martinez,
V. Nemie, T. Norton, V. Rayford, S. Rodriguez, J. Sims, J. Young

Absent: J. Thompson

Ex-Officio Members Present: Q. Chapman, C. Lee, L. Suekawa,

Ex-Officio Members Absent: T. Carr, M. Hall, D. Vakil, C. Valdez

Also Present: C. Gold, L. Linka, J. Shankweiler

CALL TO ORDER

Acting Chair Lipe called the College Curriculum Committee (CCC) meeting to order at 2:31 p.m.

APPROVAL OF MINUTES

The minutes from the March 27 meeting were sent via email and approved as submitted prior to today's meeting.

ADMINISTRATIVE PROCEDURE 4260

J. Shankweiler and C. Gold presented a handout of a draft titled Administrative Procedure 4260: Prerequisites and Co-Requisites. The committee members were requested to review the content and offer comments and recommendations.

CURRICULUM REVIEW

Full Course Review

The following courses were approved in CurricUNET and are ready for final action:

1. Geology 34 (GEOL 34)
2. Italian 1 (ITAL 1)
3. Italian 2 (ITAL 2)
4. Radiologic Technology 93 (RTEC 93)

Inactivations

The following course inactivations were approved in CurricUNET and are ready for final action:

1. Child Development 95/96 (CDEV 95/96)
2. Child Development 99abcd (CDEV 99abcd)
3. English as a Second Language 1 (ESL 1)
4. Journalism 4 (JOUR 4)
5. Nursing 95/96 (NURS 95/96)
6. Nursing 99abcd (NURS 99abcd)

Standard Course Review

The following courses were approved in CurricUNET and are ready for final action:

1. Communication Studies 1 (COMS 1)
2. Communication Studies 4 (COMS 4)
3. Communication Studies 5 (COMS 5)
4. Communication Studies 12 (COMS 12)
5. English as a Second Language 53A (ESL 53A)
6. English as a Second Language 53B (ESL 53B)
7. Geology 6 (GEOL 6)
8. Journalism 3ab (JOUR 3ab)
9. Nursing 210 (NURS 210)
10. Physical Education 1abcd (PE 1abcd)
11. Sign Language//Interpreter Training 15 (SLAN 15)
12. Sign Language//Interpreter Training 16 (SLAN 16)
13. Sign Language//Interpreter Training 17A (SLAN 17A)
14. Sign Language//Interpreter Training 17B (SLAN 17B)

The following courses were not finalized, and were returned for changes per committee recommendations:

1. Physical Science 25 (PSCI 25)
2. Communication Studies 14 (COMS 14)
3. French 2 (FREN 2)
4. Fire and Emergency Technology 60A (FTEC 60A)
5. Theatre 4 (THEA 4)
6. Theatre 15abcd (THEA 15abcd)

The following program proposal was put to a live vote:

1. Journalism A.A. Degree

Acting Chair Lipe put forth a motion to accept the proposal as written. The results of the vote taken are as follows:

- ✓ 11 yeas
- ✓ 0 nays
- ✓ 1 abstention

The following course proposal was put to a live vote:

1. Nursing 251 (NURS 251)

Acting Chair Lipe put forth a motion to approve the course proposal and conditions of enrollment. The results of the vote taken are as follows:

- ✓ 12 yeas
- ✓ 0 nays
- ✓ 0 abstentions

CHAIR'S REPORT

- Acting Chair Lipe expressed his appreciation to V. Nemie, J. Sims and E. French-Preston for their hard work on the Curriculum Handbook revisions. The first draft should be complete by the end of May, with more revisions beginning in the fall.

- Acting Chair Lipe, speaking for the Health Sciences and Athletics division, announced that L. Pattison will assume the responsibilities of CCC representative for that division, beginning with the CCC May 8 meeting.

CURRICULUM ADVISOR REPORT

- Q. Chapman presented a handout of the updated list of Courses Not Reviewed in Six Years. All courses on this list have had proposals submitted in CurricUNET, and should be finalized by the end of spring. April 30 is the deadline to return to Q. Chapman all courses with changes made.
- If a proposal is returned to the originator from the curriculum advisor, the originator will receive a Governet systems message via email, advising them to review the proposal in CurricUNET.
- The April 26 Standard Review will be a virtual meeting. Q. Chapman requested the Standard Review committee to complete their review by 4:00 p.m. on Thursday.
- The next Standard Review is scheduled for May 10. Subcommittee members are V. Rayford and E. Martinez.
- Worksheets from each division outlining curriculum plans for Fall 2012 are due at the final CCC meeting on June 5.
- If any division is considering submitting any proposals with significant/substantial changes, contact Q. Chapman for discussion prior to submission.
- Q. Chapman will be sending to all divisions a list of courses approved for TBA contact hours.
- The terms of four faculty representatives are ending – S. Gates, A. Himsel, V. Rayford and J. Sims. Q. Chapman will contact the deans in order to initiate the election process in those divisions.
- Q. Chapman advised the members that they are still able to register for this year's Curriculum Institute if they wish to attend. The event is being held July 12 through 14. More information can be found at www.asccc.org.

ANNOUNCEMENTS

Acting Chair Lipe was asked if he, as Acting Chair, requires a Chair Pro Tempore. It was stated that this is required, due to the fact if there were an issue with one of M. Lipe's courses, he would need to relinquish his chair duties temporarily. J. Young volunteered for the Chair Pro Tempore position.

A vote will be taken at the May 8 meeting for the 2013-2015 CCC Chair (two-year term). Acting Chair Lipe announced he was strongly considering the position, and would be speaking with his dean about his teaching schedule. He will advise the committee prior to the next meeting.

Minutes of the Educational Policies Meeting May 8, 2012

Present: Merriel Winfree, Jean Shankweiler

I. Discussion/Actions

A. BP/AP 4260 – Prerequisites and Co-Requisites

- Jean Shankweiler (JS) - noted that BP/AP 4260 Prerequisites and Co-requisites policies are still in the developing process. JS noted that she will be attending the Curriculum Committee meeting on May 8, 2012 to further discuss the Content Review and Statistic parts of the policy, and she will give an update at the next Ed. Policies meeting slated for May 22, 2012.

B. BP/AP 4250 – Probation, Dismissal, and Readmittance

- Jean Shankweiler (JS)/Merriel Winfree (MW) – JS and MW discussed and perused Bill Mulrooney emailed that explained “why intercessions do not count as semester, and consequently why intercession grades do not count towards dismissal and readmission.” JS and MW both agreed that Bill Mulrooney explanation is warranted and that the original AP 4250 statement on page 30, of the policy should remain as stated. The next step is to present it to the next Academic Senate meeting for a second reading slated for May 16, 2012.

C. BP/AP 4225 – Course Repetition

- Jean Shankweiler (JS)/Merriel Winfree (MW) – JS and MW discussed the changes that Dr. Arce and Dr. Fallo recommended on AP 4225 policy, and agreed that we did not want to make changes to ALL the 4000 series policies to include the phrase “ in mutual agreement with the Academic Senate.” Since the phrase “in mutual agreement with Academic Senate” is repeated twice in the policy the first paragraph with the phrase should be eliminated and that the final paragraph with the phrase should remain as stated in the policy. The next step is to present it to the next Academic Senate meeting for a second reading slated for May 16, 2012.

D. BP/AP 4025 – Philosophy for Associate Degree & General Education

- Jean Shankweiler (JS) - JS noted that she will be revising the AP 4025 policy to include more steps into the policy, and she will give an update at the next Ed. Policies meeting slated for May 22, 2012.

E. BP/AP 4105 – Distance Education

- Jean Shankweiler (JS)/Merriel Winfree (MW) – JS and MW discussed the changes that Saul Panski recommended on AP 4105 policy, and agreed to the new language that was added to the policy. The next step is to present it to the next Academic Senate meeting for a second reading slated for May 16, 2012.

II. Upcoming Policies: To be updated at a later date.

III. The meeting adjourned at 1:25 pm

IV. Meeting Schedule:

The next Educational Policies meeting will be on May 22, 2012 from 1:00-2:00 in SSC 106. (tentative)

Faculty Development Committee Meeting

MINUTES

Tuesday, May 8, 2012

Committee Members:

(Awaiting new member)	Compton Center	Moon Ichinaga (Co-Chair)-P	Learning Resources
Florence Baker - A	BSS	Donna Manno - P	Staff Development
Rose Cerofeci - A	Humanities	Cristina Pajo - P	Counseling
Kristie Daniel-DiGregorio-ABSS		Russell Reece - P	Adjunct Rep/Math
Ross Durand - P	Ind/Tech	Margaret Steinberg - P	Natural Sciences
Briita Halonen (Co-Chair)-P	Humanities	Mercedes Thompson - A	Humanities
Linda Ho - P	Math	Evelyn Uyemura - P	Humanities
		Sue Ellen Warren - P	Ind/Tech

Mission Statement: The El Camino College Faculty Development Committee provides opportunities and support to promote instructional excellence and innovation through faculty collaboration.

Spring 2012 Meetings (1-2 p.m. in West Library Basement)

February 28, March 13, March 27, April 24, May 8 & May 22

AGENDA

I) Announcements

A. This is our second-to-last meeting for the semester.

II) Updates

A. Distribute Flyers for May 17, 1-2:40 p.m. Free Campus Showing of "Farewell to Manzanar"
Movie in Marsee Auditorium

B. Fall Flex Day Planning

Discussion of Core Competency Break-Out Session Plans

1. Break-out sessions will be in Best Practices format with the facilitator sharing one of their own classroom activities and then inviting attendees to share their teaching tools or class activities.

2. We discussed the e-mail draft soliciting facilitators for the break-out sessions:

a. Targeting instructors who teach courses ranked a "4" in the Critical & Creative Thinking Core Competency and faculty members who have attended the Great Teachers Seminar

b. Made a few collaborative revisions to the e-mail, focusing on how to accurately convey the content of the sessions and to motivate individuals to volunteer

3. Follow-Up: BH to send e-mail

Other Break-Out Sessions

1. Allison Devaney (part-time Humanities) would like to present on "the power of transmedia narratives to encourage analytical reading and writing in the classroom"
a. We'd like to bill this under the Critical Thinking umbrella but clearly it will be a very different presentation than the best practices core comp sessions

2. There are likely to be a myriad of other break-out sessions like those on facilities updates and the influx of veterans

C. Part-Time Faculty Survey

1. SEW presented the draft of survey questions that had been vetted via e-mail.
2. Some discussion of our purpose/goals for this survey: to assess why part-time morale is so low, to get some hard data re: length of stay and breadth of impact that was unavailable when making GTS decisions, to better provide professional development activities for part-time faculty.
3. DM recommended asking Irene Graff for the campus climate info from the spring 2010 survey; apparently in for part-timers can be disaggregated.
4. There was a group effort to delete unnecessary questions, but RD also made the point that perhaps we shouldn't make too many changes until Irene Graff has had a chance to look at it and provide the statistician's perspective.
5. Follow-Up: MI to contact Irene and let her know we'd like to do this, & SEW to meet with Irene re: the questions/survey itself.

III) New Business

A. None.

EL CAMINO COLLEGE
Planning & Budgeting Committee
Minutes
Date: May 3, 2012

MEMBERS PRESENT

- | | |
|---|---|
| <input checked="" type="checkbox"/> DeSanto, Michael – Campus Police | <input checked="" type="checkbox"/> Shenefield, Cheryl – Administrative Svcs. |
| <input checked="" type="checkbox"/> Natividad, Rory – Mgmt/Supervisors | <input checked="" type="checkbox"/> Spor, Arvid – Chair (non-voting) |
| <input checked="" type="checkbox"/> Patel, Dipte – Academic Affairs | <input type="checkbox"/> Tomoda, Kenji – ASO |
| <input type="checkbox"/> Quinones-Perez, Margaret – ECCFT | <input type="checkbox"/> Turner, Gary – ECCE |
| <input checked="" type="checkbox"/> Reid, Dawn – Student & Community Adv. | <input checked="" type="checkbox"/> Widman, Lance – Academic Senate |

OTHERS ATTENDING: Janice Ely, Connie Fitzsimons, Katie Gleason, Alice Grigsby, Jo Ann Higdon, Kelsey Iino, Ken Key, Russell Levine, Lynn Lindberg, Jeanie Nishime, Emily Rader, John Wagstaff, Will Warren

Handouts: 2011-12 Cash Flows (Actuals/Projected); Budget Update (President’s News); Desert Sun 4/29/12 article; District Background for Proposed G.O. Bond Issuance (April 2012); Facilities Steering Committee April 23, 2012 minutes; HMC Architects campus map for 2012 Facilities Master Plan

The meeting was called to order at 1:05 p.m.

Approval of April 19, 2012 Minutes

1. The 5-year budget assumptions will not be discussed today – still waiting for estimated insurance increases.
2. FON refers to faculty *Full-time Obligation Number*.
3. The minutes were approved with no changes.

2012-13 Tentative Budget/Cash Flow Issues (J. Higdon)

1. The tentative budget is not yet ready. Waiting to solidify cash flow issues.
2. Tax Revenue Anticipation Notes (TRANs) is a way for districts to borrow money and pay back when tax revenues come in. Increasingly common for almost all districts to have a TRAN. Mid-year TRAN allows districts to have two TRANs in a year. ECC is in a large LA County pool with lower interest rates. State deferrals helped create cash flow problems.
3. ECC will request Board approval in May for a \$7 million to \$10 million TRAN starting July 2012. May need two TRANs depending when state allocation comes in. May need a mid-year TRAN in 2013 which could be as high as \$25 million to \$30 million. ECC’s last TRAN was \$10 million. Long Beach Unified School District borrowed \$75 million!
4. TRANs are similar to bonds, packaged by professionals who find buyers (usually large banks or corporations), public offerings, selling and interest rates – it is considered a safe investment.
5. TRAN interest paid and earned (interest bearing account) shown in budget as a net amount. Must pay back TRAN before receiving another. TRAN proceeds are handled by LACOE.
6. What was the \$17 million TRAN interest rate received in July 2011? The answer will be provided to PBC.
7. Majority of cash flow issues are due to state deferrals and when payments come in – every district’s cash flow issue is different. The state owes ECC \$18,392,333 this year (2011-12) but won’t pay until next year.

Handouts (J. Higdon)

1. President's Newsletter: ECC Budget Forum was held on April 5th. Links to slides from the presentation and question/comment box is available on the ECC main page (click on Budget Updates). Questions/comments on the budget will be posted.
2. Recommend reading Dan Walters article in the Desert Sun about California's budget.

Bond Fund (J. Higdon)

1. Voters in the ECC district approved \$394.5 million in General Obligation (G.O.) bonds in 2002. \$213.7 million have been sold and \$180.8 million left to sell (Series C).
2. District Assessed Valuation (A.V.) – excellent rates between 1990 and 2012 at an average of 4.57%. Assessed value based on selling price.
3. How does this discussion relate to PBC? Although bond fund projects are reviewed by another committee, this is presented to PBC as an informational item, part of global planning and linking planning and budgeting.
4. ECC District's assessed valuation has remained stable from 2011 to 2012.
5. Local residents paid \$19.03 per \$100,000 assessed valuation in 2004 and \$16.88 in 2012. Bond was passed under Prop 39 which allows special districts to require only 55% of vote to pass the bond.
6. L.A. County community college tax rates for the repayment of general obligation bonds: Santa Monica CCD pays the highest at \$79.48 and ECCD the lowest in the entire county at \$16.88. Rates are determined by time, amount borrowed, and assessed valuation of property in the district (not campus property).
7. Series A will be paid off after 2013. \$63 million (Series A) was issued in March 2003.
8. Interest rates have varied historically.
9. Next steps: board resolution to authorize Series C bonds, obtain credit rating, preliminary official statement, price bonds and close transaction.

Facilities Master Plan (A. Spor)

1. Facilities Steering Committee meetings are scheduled on May 7th and May 14th at 2:00pm in the Board Room. Encourage those who are interested to attend.
2. \$426 million total funded projects. \$331 million total unfunded projects.
3. Remaining funded projects under the current bond include Murdock Stadium bleachers, Shops, Manhattan Beach Blvd. multi-level parking structure, Student Services building, renovation of Natural Sciences and I&T (MCS) buildings, and MBA building. Costing will change - was done prior to knowledge of problems with 1968 parking structure (18 acres) which could cost large sum of money. Structure is perfect venue for a photovoltaic (PV) project which converts sunlight into electricity, further saving on utilities costs.
4. Projects that would be covered by extension of the bond include PE complex, Student Activities Center, Music, Arts & Behavioral Science, and Administration building.
5. Unfunded modernization projects include Marsee Auditorium, Library, Planetarium, Construction Technology, Warehouse, and Maintenance buildings.
6. With changes in construction code in 2008, it's almost as cheap or cheaper to knock down buildings and build new.
7. ASO prefers separate buildings for Library and Administration functions. The Facilities Steering Committee is discussing the efficiency of incorporating Administration with another building.

The next meeting is scheduled on May 10, 2012.

The meeting ended at 2:00 p.m.

Instructions to tenured faculty:

Check one of the boxes on the ballot below. Put the ballot in the small envelope marked AFT and seal. Place small envelope in larger envelope, seal and write your name across the seal.

The AFT will certify that you are faculty and that you have not already voted. They will then open and discard all exterior envelopes before opening any of the interior envelopes, ensuring anonymity. The AFT will then tabulate the vote.

DO **NOT** WRITE YOUR NAME ON THE BALLOT—THIS IS AN ANONYMOUS VOTE

BALLOT

Whereas: Constance Fitzsimons has made capricious and arbitrary decisions without concern for, or input from, faculty and students, adversely affecting educational opportunities and educational quality for students.

Whereas: Constance Fitzsimons has exhibited poor communication with faculty resulting in a hostile work environment and poor faculty morale.

Whereas: Constance Fitzsimons has demonstrated poor leadership by failing to provide appropriate instructional support despite repeated requests.

Whereas: Constance Fitzsimons allowed an unsafe work environment to continue despite requests for maintenance.

In regard to the leadership of Constance Fitzsimons, Dean of Fine Arts, I vote

No Confidence

Confidence

Abstain

Board Policy 4225

Course Repetition

The president or designee will have the authority to develop and implement policy and procedures with regards to repeatable and non-repeatable courses within the district. Such policies and procedures will be developed ~~in mutual agreement with the Academic Senate and~~ in accordance with state, federal and/or district regulations.

Comment [t1]: Possible change to consider: eliminate this phrase.

Students may repeat a non-repeatable course in which they have received a substandard grade (D, F, NP or NC) or Withdrawal (W) only once before college intervention. After college intervention, if a student received another substandard grade or Withdrawal (W) the student may repeat the non-repeatable course for a second repeat or (third attempt).

Repeatable courses, such as activity courses, may be repeated per the education code and the district policy.

For repeatable and non-repeatable courses, the new grade and credit will be substituted for the prior grade and credit in computing the grade point average (GPA) for a maximum of two times alleviations. and the The permanent academic record will be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

Specific exceptions to the above policies are detailed in administrative procedures.

This policy supersedes the section of BP 4220 (Standards of Scholarships) dealing with Course Repetition.

Procedures for implementing the policy will be developed with collegial consultation ~~with the Academic Senate, as defined in mutual agreement with the Academic Senate,~~ as defined in CCR § 53200.

Comment [t2]: Possible change to consider: Add this phrase.

Reference Title 5, Sections 55761-55765, 55040, 55041, 55042, 55253, 55024 (A)(11) and 56029

Originally Adopted: 7/17/06

Revised draft: Spring 2012

First reading in the Senate – March 20, 2012

Passed the Senate – April 3, 2012

Returned to Senate by VPAA – April 30, 2012

Notes: Returned by the VPAA with the recommendation to remove the statement “in mutual agreement with the Academic Senate” from the first paragraph. At College Council (4/30/12), President Fallo and Dr. Arce stated their desire to remove this statement for the following reasons:

1. They disagree with the intention to include this statement in all policies in the 4000 series.

2. **BP2510 establishes mutual agreement as our overarching collegial consultation method for all our policies and procedures, so it is redundant to also state it in individual policies.**
3. **If this statement is included, other groups may want their participation in the collegial consultation process included as well.**
4. **The statement repeats the information provided in the final paragraph.**

Notes: During Senate discussion on May 1, 2012, it was determined that the phrase “in mutual agreement” should remain in this policy and be included in future policies because it is an accurate statement that serves as a reminder to Administration and a reassurance to faculty that the Senate will be appropriately consulted. The Senate discussion indicated that concerns about redundancy are less important clarifying the consultation process.

AP 4105

Distance Education

References:

Title 5 Sections 55200 et. Seq.:

U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended;
34 Code of Federal Regulations Part 602.17.

Consistent with federal regulations pertaining to federal financial aid eligibility, the District must authenticate or verify that the student who registers in a distance education or correspondence education course is the same student who participates in and completes the course or program and receives the academic credit. The District will provide to each student at the time of registration, a statement of the process in place to protect student privacy and estimated additional student charges associated with verification of student identity, if any.

The Vice President of Academic Affairs or his designee, *in consultation with the Distance Education Advisory Committee or other appropriate campus committee*, shall utilize one or more of the following acceptable procedures for verifying a student's identity:

- secure credentialing/login and password system
- proctored examinations
- ~~Other New~~ or other technologies and practices ~~may also be utilized to verify that are effective in verifying student identification.~~

The Vice President of Academic Affairs or his designee, *in consultation with the Distance Education Advisory Committee or other appropriate campus committee*, shall establish procedures for providing a statement of the process in place to protect student privacy and estimated additional student charges associated with verification of student identity, if any, to each student at the time of registration.

Definition

Distance education means instruction in which the instructor and student are separated by distance and interact through the assistance of communication technology.

Course Approval

Each proposed or existing course offered by distance education shall be reviewed and approved separately. Separate approval is mandatory if any portion of the instruction in a course or a course section is designed to be provided through distance education.

The review and approval of new and existing distance education courses shall follow the curriculum approval procedures outlined in Administrative Procedure 4020, Program,

Comment [t1]: The phrase was added after Senate discussion on 5/1/12 in order to clarify that DEAC, in particular, should be consulted. The phrase "or other appropriate committee" is still included and allows for flexibility if DEAC disbands or changes name. In that case, the policy would not need to be revised. On 4/24/12 the Educational Policies Committee added the statement regarding consultation to ensure that the decision about how to verify a student's identity is informed by faculty who teach on-line.

Comment [t2]: This phrase was added after Senate discussion on 5/1/12 in order to clarify whether one or all three of the procedures would be used.

Comment [t3]: On 4/24/12 the Educational Policies Committee changed this to the wording used in the CCLC template which is more accurate

Curriculum, and Course Development. Distance education courses shall be approved under the same conditions and criteria as all other courses.

Certification

When approving distance education courses, the Curriculum Committee will certify the following:

- **Course Quality Standards:** The same standards of course quality are applied to the distance education courses as are applied to traditional classroom courses.
- **Course Quality Determinations:** Determinations and judgments about the quality of the distance education course were made with the full involvement of the Curriculum Committee approval procedures.
- **Instructor Contact:** Each section of the course that is delivered through distance education will include regular effective contact between instructor and students.
- **Duration of Approval:** All distance education courses approved under this procedure will continue to be in effect unless there are substantive changes of the course outline

References:

Title 5 Sections 55200 et seq.;

Draft: Spring 2012

Educational Policies Committee: April 24, 2012 (revisions made)

Senate First Reading: May 1, 2012 (revisions made)

Senate Second Reading: May 15, 2012

Board Policy 4250

Probation Dismissal and Readmission

El Camino College has two types of probation: Academic Probation and Progress Probation. The purpose of probation is to encourage a student having academic difficulties to seek appropriate guidance and support in formulating and achieving *educational and career* goals.

~~1. Placement on Academic Probation~~

~~A student who has attempted at least 12 semester units, as shown by the academic record, will be placed on Academic Probation when the grade point average for total units attempted at El Camino College is less than 2.0.~~

~~2. Removal from Academic Probation~~

~~A student will be removed from Academic Probation when the cumulative grade point average is 2.0 or higher in total units attempted at El Camino College.~~

~~3. Placement on Progress Probation~~

~~A student who has enrolled in 12 or more semester units as shown by the official academic record will be placed on Progress Probation if entries of "W," "I," "NC" and/or "NP" account for 50% or more of the total units attempted. Courses dropped prior to the "No Notation" deadline are not considered "units attempted" and do not receive entries as "W" "I," or "NC/NP."~~

~~4. Removal from Progress Probation~~

~~A student will be removed from Progress Probation when the percentage of entries of "W," "I," "NC" and/or "NP" drops below 50% of the total units attempted.~~

~~5. Dismissal Because of Academic Probation~~

~~A student on Academic Probation will be dismissed if the student earned a cumulative grade point average of less than 2.0 in all graded credit units attempted in each of three consecutive semesters. However, if a student achieves a 2.0 or higher during the most recent regular (Fall, Spring) semester while on probation, the student will continue on probation, but will not be subject to dismissal. Terms shorter than 16 weeks (i.e. Winter, Summer) will not be considered a semester. A semester in which the student does not take any courses will not be counted as a semester.~~

[1-5 above are being deleted and replaced with the text below]

Probation

A student shall be placed on academic probation if he or she has attempted a minimum of 12 semester units of work and has a grade point average of less than a "C" (2.0).

A student shall be placed on progress probation if he or she has enrolled in a total of at least 12 semester units and the percentage of all units in which the student has enrolled, for which entries of "W," "I," "NC," and "NP" were recorded reaches or exceeds 50 percent.

A student ~~who is~~ placed on probation may submit an appeal in accordance with procedures to be established by the *Superintendent/President or designee*.

A student on academic probation shall be removed from probation when the student's accumulated grade point average is 2.0 or higher. A student on progress probation shall be removed from probation when the percentage of units in the categories of "W," "I," "NC," and "NP" drops below 50 percent.

~~6. Dismissal Because of Progress Probation~~

~~A student on Progress Probation will be dismissed if the percentage of units in which the student has been enrolled for which entries of "W," "I," "NC and/or "NP" remains at or above 50% for three consecutive semesters. Terms shorter than 16 weeks will not be considered a semester. A semester in which the student does not take any courses will not be counted as a semester.~~

~~7. Appeal of Probation or Dismissal~~

~~A student who believes that there are extenuating circumstances that warrant an exception to the probation and dismissal standards set forth in this policy may submit a written appeal in compliance with administrative procedures.~~

[6-7 above are being deleted and replaced with the text below]

Dismissal

A student ~~who is~~ on academic probation shall be subject to dismissal if the student has earned a cumulative grade point average of less than ~~1.75~~ 2.0 in all units attempted in each of three consecutive semesters.

A student who is on academic probation and earns a semester grade point average of 2.0 or better shall not be dismissed as long as this minimum semester grade point average is maintained.

A student ~~who is~~ on progress probation shall be subject to dismissal if the cumulative percentage of units in which the student has been enrolled, and for which entries of "W," "I," "NC," and "NP" are recorded in at least three consecutive semesters reaches or exceeds 50 percent.

A student who is subject to dismissal may submit a written appeal in compliance with administrative procedures. ~~Dismissal may be postponed and the student continued on probation if the student [state the District's established criteria, such as evidence of extenuating circumstances or shows significant improvement in academic achievement].~~ *A student with extenuating circumstances related to the probation and dismissal standards policy may submit a written appeal in compliance with administrative procedures (see AP 4250 #9).*

~~8. Readmission Following Dismissal~~



~~A student who has been dismissed may return after sitting out at least one 16 week semester. A readmitted student will remain on probation until the cumulative average is above 2.0 and/or the percentage of “W,” “I,” and “NC/NP” entries is below 50%.~~

[8 above is being deleted and replaced with the text below]

Readmission

~~A student who has been dismissed may request reinstatement [conditions of reinstatement are up to the District; suggest passage of time (e.g., one semester) or appeal that indicates extenuating circumstances have changed].~~

Readmission ~~may~~ will be granted, ~~denied, or postponed~~ according to criteria contained in administrative procedures.

The Superintendent/President or designee, in mutual agreement with the Academic Senate, shall develop procedures for the implementation of this policy that comply with the Title 5 requirements.

Comment [t2]: 4/24/12 This statement was added by the Educational Policies Committee to clarify the collegial consultation process.

Revised 8/07

Draft 5 031412 – (Based on CCLC; Education Code Section 70902(b) (3);

Title 5 Sections 55030-55034

Reference: Ed. Code Section 70902 (b) (3)

Title 5, Section 55031, 55032, 55033, 55034

BP 4250 replaces the relevant portions of BP 4220.

El Camino College

Adopted: 7/20/09

Amended: 2/16/10

~~9/9/11~~ Draft 3/26/12

4/24/12 Educational Policies Committee

5/1/12 Academic Senate – first reading

Administrative Procedure 4250

Probation, Disqualification and Dismissal and Readmission

[Original AP moved from Board Policy to Administrative Procedure below 1-5]

1. A student ~~who is~~ placed on Academic or Progress Probation or who is dismissed from the college will be *notified in writing* and will be informed of college support services available.
- ~~2. A student who is on Academic or Progress Probation is limited to no more than 12 units in any semester of 16 weeks or more, and no more than 4 units in any session *an intersession* shorter less than 16 weeks (i.e. winter or summer session).~~
3. A student ~~who is~~ on Academic or Progress Probation or who is returning to El Camino College after ~~having been~~ being dismissed is advised to see a counselor before registering for subsequent semesters.
4. ~~The~~ A student has the right to appeal dismissal.
 - a. The student must file the written petition of appeal with the ~~Admissions~~ Counseling Office within the time limit noted on the dismissal ~~letter~~ notification. If the student fails to file a ~~written~~ *reinstatement* petition within the specified period, the student waives all future rights to appeal the dismissal and must sit out that semester.
 - b. It is the student's responsibility to indicate on the petition a clear statement of the grounds on which continued enrollment should be granted and to provide evidence supporting the reasons.
 - c. Petitions will be reviewed by the Reinstatement Committee. The student will be notified of the *Reinstatement* Committee's action in a timely manner.
 - d. ~~The~~ A student may appeal the *Reinstatement* Committee's decision in writing to the Dean of Counseling *and Student Services* within 21 days of the date of notification. The decision of the Dean of Counseling *and Student Services* is final.
5. A readmitted student will remain on probation until the cumulative average is 2.0 or above and/or the percentage of "W," "I," and "NC/NP" entries are below 50%. A student who withdraws from *El Camino College* voluntarily while on probation will be readmitted in the same status (*i.e., Academic or Progress Probation*) that existed at the time of withdrawal.

[Text below has been added to the original AP 4250]

Academic Probation

1. Placement on Academic Probation - Level 1
Students who have attempted at least 12 semester units shall be placed on Academic Probation -Level 1 when the grade point average falls below 2.0 in all graded units at El Camino College. A notation will be placed on their transcripts.
2. Placement on Academic Probation - Level 2
Students currently on Probation Level 1, who have attempted more than 12 semester units, shall be placed on Academic Probation Level 2 the following semester if the grade point average falls remains below 2.0 in all graded units. A hold will be placed on the student's registration and a notation *will be* placed on their transcripts.
3. Removal of Registration Hold
After completing intervention with the Counseling office, students on Academic Probation 2 will have their registration hold removed but will remain on Academic Probation Level 2. The Counseling office, while authorizing removal of the hold, may limit a student's registration.
- 3-4. Removal from Academic Probation
Students will be removed from Academic Probation when the cumulative grade point average is 2.0 or higher in total units attempted at El Camino College.

Progress Probation

- 4-5. Placement on Progress Probation -Level 1
Students enrolled in 12 or more semester units shall be placed on Progress Probation Level-1 if entries of "W," "I," "NC" and/or "NP" reaches or exceeds 50% of total units attempted. Courses dropped prior to the "No Notation" deadline are not considered "units attempted."
- 5-6. Placement on Progress Probation - Level 2
Students *currently Progress Probation Level 1*, who have attempted more than 12 semester units shall be placed on Progress Probation Level 2 ~~when~~ *the following semester if the percentage of all units attempted with entries of "W," "I," or "NC" and/or "NP" remains or exceeds 50% of total units attempted. A hold will be placed on their registration and a notation on the transcript.*
7. Removal of Registration Hold
After completing intervention with the Counseling office, students on Progress Probation 2 will have their registration hold removed but will remain on Progress Probation Level

2. The Counseling office, while authorizing removal of the hold, may limit a student's registration.

6-8. Removal from Progress Probation and Limitations

Students will be removed from Progress Probation when the percentage of entries of "W," "I," "NC," and/or "NP" falls below 50% of the total units attempted.

Dismissal

7-9. Academic Dismissal and Progress Dismissal

Students on Academic Probation will be dismissed if the cumulative grade point average is below 2.0 in all graded credit units attempted within the following three enrolled semesters. ~~A semester in which the student does not take any courses will not be counted.~~

If a student while on *Academic* probation achieves a 2.0 or higher during the most recent regular 16 week session ~~semester~~ (fall, spring) during their third semester on academic probation, *but whose overall grade point average remains below 2.0* their *Academic* probation status ~~probation~~ will continue, however *the* student will not be subject to dismissal.

An intersession ~~Terms shorter~~ less than 16 weeks (i.e. winter, summer) will not be considered a semester. A semester in which the student does not take any courses will not be counted. ~~as a semester.~~

8-10. Progress Dismissal

A student on Progress Probation will be ~~placed on~~ dismissed ~~during~~ their third semester of Progress Probation if the percentage of entries of "W", "I", "NC" or "NP" remains or exceeds 50% of their total units attempted.

Terms shorter than 16 weeks (i.e. winter, summer) will not be considered a semester. A semester in which the student does not take any courses will not be counted. ~~as a semester.~~

9-11. Appeal of Probation or Dismissal

~~A student with extenuating circumstances related to the probation and dismissal standards policy may submit a written appeal in compliance with administrative procedures.~~

A student with extenuating circumstances related to dismissal standards may submit a Reinstatement Petition in accordance with administrative procedures. Students whose Reinstatement Petition is approved will be allowed to enroll the following term subject to limitations, will remain on probation, and may again become subject to dismissal.

Readmission

10-12. Readmission Following Dismissal

A student who has been dismissed may return after sitting out at least one 16-week semester. A readmitted student will remain on probation until the cumulative average is above 2.0 and/or the percentage of “W,” “I,” and “NC/NP” entries are below 50%.

~~H~~.12. Intervention

Students on Progress Probation 2 and Academic Probation 2 will have a registration hold placed until they complete mandatory intervention with the Counseling Office. After completing the mandatory intervention, the registration hold will be removed, but the student will remain on the same Academic or Progress Probation level.

Reference: Ed. Code Section 70902 (b) (3)
Title 5, Section 55031, 55032, 55033, 55034
BP 4250 replaces the relevant portions of BP 4220.
El Camino College
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~~9/16/11 Draft~~ ~~2/22/12 Draft~~ ~~3/6/12 Draft~~ ~~3/14/12~~
Draft 3/26/12
4/24/12 Educational Policies Committee
5/1/12 Academic Senate first reading
5/15/12 Academic Senate second reading

Board Policy 4250

Probation Dismissal and Readmission

El Camino College has two types of probation: Academic Probation and Progress Probation. The purpose of probation is to encourage a student having academic difficulties to seek appropriate guidance and support in formulating and achieving educational and career goals.

Probation

A student shall be placed on academic probation if he or she has attempted a minimum of 12 semester units of work and has a grade point average of less than a "C" (2.0).

A student shall be placed on progress probation if he or she has enrolled in a total of at least 12 semester units and the percentage of all units in which the student has enrolled, for which entries of "W," "I," "NC," and "NP" were recorded reaches or exceeds 50 percent.

A student placed on probation may submit an appeal in accordance with procedures to be established by the Superintendent/President or designee.

A student on academic probation shall be removed from probation when the student's accumulated grade point average is 2.0 or higher. A student on progress probation shall be removed from probation when the percentage of units in the categories of "W," "I," "NC," and "NP" drops below 50 percent.

Dismissal

A student ~~who is~~ on academic probation shall be subject to dismissal if the student has earned a cumulative grade point average of less than 2.0 in all units attempted in each of three consecutive semesters.

A student who is on academic probation and earns a semester grade point average of 2.0 or better shall not be dismissed as long as this minimum semester grade point average is maintained.

A student on progress probation shall be subject to dismissal if the cumulative percentage of units in which the student has been enrolled, and for which entries of "W," "I," "NC," and "NP" are recorded in at least three consecutive semesters reaches or exceeds 50 percent.

A student who is subject to dismissal may submit a written appeal in compliance with administrative procedures. A student with extenuating circumstances related to the probation and dismissal standards policy may submit a written appeal in compliance with administrative procedures (see AP 4250 #9).

Readmission

Readmission will be granted according to criteria contained in administrative procedures.

The Superintendent/President or designee, in mutual agreement with the Academic Senate, shall develop procedures for the implementation of this policy that comply with the Title 5 requirements.

Revised 8/07

Draft 5 031412 – (Based on CCLC; Education Code Section 70902(b) (3);
Title 5 Sections 55030-55034

Reference: Ed. Code Section 70902 (b) (3)
Title 5, Section 55031, 55032, 55033, 55034
BP 4250 replaces the relevant portions of BP 4220.
El Camino College
Adopted: 7/20/09
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~~9/9/11~~ Draft 3/26/12
4/24/12 Educational Policies Committee
5/1/12 Academic Senate – first reading
5/15/12 Academic Senate – second reading

Administrative Procedure 4250

Probation, Dismissal and Readmission

1. A student placed on Academic or Progress Probation or who is dismissed from the college will be notified and informed of college support services available.
2. A student on Academic or Progress Probation or who is returning to El Camino College after having been being dismissed is advised to see a counselor before registering for subsequent semesters.
3. A student has the right to appeal dismissal.
 - a. The student must file the written petition of appeal with the Counseling Office within the time limit noted on the dismissal notification. If the student fails to file a reinstatement petition within the specified period, the student waives all future rights to appeal the dismissal and must sit out that semester.
 - b. It is the student's responsibility to indicate on the petition a clear statement of the grounds on which continued enrollment should be granted and to provide evidence supporting the reasons.
 - c. Petitions will be reviewed by the Reinstatement Committee. The student will be notified of the Reinstatement Committee's action in a timely manner.
 - d. A student may appeal the Reinstatement Committee's decision in writing to the Dean of Counseling and Student Services within 21 days of the date of notification. The decision of the Dean of Counseling and Student Services is final.
5. A readmitted student will remain on probation until the cumulative average is 2.0 or above and/or the percentage of "W," "I," and "NC/NP" entries are below 50%. A student who withdraws from El Camino College voluntarily while on probation will be readmitted in the same status (i.e., Academic or Progress Probation) that existed at the time of withdrawal.

Academic Probation

1. Placement on Academic Probation - Level 1
Students who have attempted at least 12 semester units shall be placed on Academic Probation -Level 1 when the grade point average falls below 2.0 in all graded units at El Camino College. A notation will be placed on their transcripts.
2. Placement on Academic Probation - Level 2
Students currently on Probation Level 1, who have attempted more than 12 semester units, shall be placed on Academic Probation Level 2 the following semester if the grade point average remains below 2.0 in all graded units. A hold will be placed on the

student's registration and a notation will be placed on their transcripts.

3. Removal of Registration Hold
After completing intervention with the Counseling office, students on Academic Probation 2 will have their registration hold removed but will remain on Academic Probation Level 2. The Counseling office, while authorizing removal of the hold, may limit a student's registration.
4. Removal from Academic Probation
Students will be removed from Academic Probation when the cumulative grade point average is 2.0 or higher in total units attempted at El Camino College.

Progress Probation

5. Placement on Progress Probation –Level 1
Students enrolled in 12 or more semester units shall be placed on Progress Probation Level-1 if entries of "W," "I," "NC" and/or "NP" reaches or exceeds 50% of total units attempted. Courses dropped prior to the "No Notation" deadline are not considered "units attempted."
6. Placement on Progress Probation - Level 2
Students currently Progress Probation Level 1, who have attempted more than 12 semester units shall be placed on Progress Probation Level 2 the following semester if the percentage of all units attempted with entries of "W," "I," or "NC" and/or "NP" remains or exceeds 50% of total units attempted. A hold will be placed on their registration and a notation on the transcript.
7. Removal of Registration Hold
After completing intervention with the Counseling office, students on Progress Probation 2 will have their registration hold removed but will remain on Progress Probation Level 2. The Counseling office, while authorizing removal of the hold, may limit a student's registration.
8. Removal from Progress Probation
Students will be removed from Progress Probation when the percentage of entries of "W," "I," "NC," and/or "NP" falls below 50% of the total units attempted.

Dismissal

9. Academic Dismissal
Students on Academic Probation will be dismissed if the cumulative grade point average is below 2.0 in all graded credit units attempted within the following three enrolled semesters.

If a student while on Academic probation achieves a 2.0 or higher during the most recent regular 16 week session (fall, spring) during their third semester on academic probation, but whose overall grade point average remains below 2.0 their Academic probation status will continue, however the student will not be subject to dismissal.

An intersession less than 16 weeks (i.e. winter, summer) will not be considered a semester. A semester in which the student does not take any courses will not be counted.

10. Progress Dismissal

A student on Progress Probation will be dismissed their third semester of Progress Probation if the percentage of entries of “W”, “I”, “NC” or “NP” remains or exceeds 50% of their total units attempted.

Terms shorter than 16 weeks (i.e. winter, summer) will not be considered a semester. A semester in which the student does not take any courses will not be counted.

11. Appeal of Dismissal

A student with extenuating circumstances related to dismissal standards may submit a Reinstatement Petition in accordance with administrative procedures. Students whose Reinstatement Petition is approved will be allowed to enroll the following term subject to limitations, will remain on probation, and may again become subject to dismissal.

Readmission

12. Readmission Following Dismissal

A student who has been dismissed may return after sitting out at least one 16-week semester. A readmitted student will remain on probation until the cumulative average is above 2.0 and/or the percentage of “W,” “I,” and “NC/NP” entries are below 50%.

12. Intervention

Students on Progress Probation 2 and Academic Probation 2 will have a registration hold placed until they complete mandatory intervention with the Counseling Office. After completing the mandatory intervention, the registration hold will be removed, but the student will remain on the same Academic or Progress Probation level.

Reference: Ed. Code Section 70902 (b) (3)

Title 5, Section 55031, 55032, 55033, 55034

BP 4250 replaces the relevant portions of BP 4220.

El Camino College

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4/24/12 Educational Policies Committee

5/1/12 Academic Senate first reading / 5/15/12 Academic Senate second reading