

- k. Reduce/Eliminate printed schedules – questionable if this can be done. Bulk of the printed schedules are primarily used for PR and given away to the high schools. Public Information working to determine the number of schedules that were purchased, how much was spent in current year, and how many schedules were left. Decision to cut printed schedules was discussed at various meetings on campus.
 - l. Eliminate capital expenditures – funding emergencies only through fund 15.
 - m. Difficult to reduce travel and conferences if tied to contracts.
 - n. Reduce election costs to \$0 – budgeted \$400,000 based on discussions with the County and belief that candidates would run with little opposition. Increased ballots contribute to increase in costs. \$400,000 was the County’s best estimate on election costs. Never budgeted over \$1 million for election costs in the past.
 - o. Reduce categorical backfill by \$150,000.
 - p. Not back-filling for late faculty retirees (faculty who retire within 45 days at the end of the semester) – estimated 3 positions for \$150,000.
 - q. Reduce Art Gallery Hours for \$20,000 savings.
 - r. Net savings from counselor hours – \$265,000 reflects increase in part-time hours and reduction in full-time hours. Counselors would change to 11-month contracts beginning July 1st. Not intended to reduce available counseling hours to students. Hours will be back-filled.
 - s. One-time transfer of funds for \$440,000 – requires more discussion.
 - t. Negotiation-related items estimated total \$2.56 million.
 - u. Total savings of \$6.605 million. Difference between projected state budget reduction of \$7.3 million and savings of \$6.605 million is shortage of \$695,000. Not known if \$695,000 will come from reserves. \$695,000 gap is in addition to \$6.6 million deficit (page 2, top of page) plus 5-year budget assumption projection grid.
5. Page 4 – Five-Year Budget Assumption Projection Details (working draft) – required by accreditation.
- a. Input from the committee on projected *Funded COLA* (line 6) – zero for 2013-14 and 2014-15. If the state begins to slowly recover economically, .5% for 2015-16 and 1% for 2016-17.
 - b. Input from the committee on projected *FTES State-Forced Workload Reduction* (line 7) or funding for growth – same as above.
 - c. PERS Employer Rate (line 11) – it appears this will increase by 1.2% in 2012-13.
 - d. STRS Employer Rate (line 12) – projecting no change.
 - e. Election expense (line 13) – \$400,000 may increase in 2013-14.
 - f. Health Insurance Rate (line 14) – zero at this time. Employee will bear rate increases according to the current contract.
 - g. Utilities (line 15) - \$100,000 savings.
 - h. Insurance (typo) (line 16) – waiting for estimates from Rocky Bonura. Workers’ Comp will increase between 5%-8%.
 - i. Cost Reduction from Academic Hourly (line 17) – to be determined.
 - j. Back-fill of Categorical programs and Student Success from unrestricted general fund (line 18) – zero.
 - k. PBC members were asked to bring changes/additions to next meeting.
 - l. Updated grid will be emailed to PBC members. Please share information with constituents and email concerns/comments/additions to J. Higdon.
6. Pages 5 through 12 – Information on PERS anticipated increase and PERS agenda item.
7. Page 13 – L.A. Times editorial by Steve Lopez, “It’s a race to the bottom.” Add the Long Beach City College article emailed earlier in the week to this packet.

8. Governor Brown and the Teachers Association came to agreement to merge his tax proposition document with theirs, reducing sales tax increase to .25% while increasing income tax for individual filers over \$250,000 and joint filers over \$500,000.
9. President Fallo thanks PBC for their participation and advice in rolling out a budget plan. The tentative budget will go to the Board for two readings in May and June for adoption.

ACCJC Rubric (A. Spor)

1. Planning (page 2) and Program Review (page 1) of the rubric, the College must show sustainable levels. There are items of concern on Planning (page 2) at the proficiency level:
 - a. *The institution plans and effectively incorporates results of program review in all areas.* This is not evident in Plan Builder plans – plans do not show clear linkage to program review. Mandatory planning training for managers (recommended for faculty involved in planning) will discuss a standardized format showing how plans are linked to program reviews.
 - b. *The college has a well documented, ongoing process for evaluating itself in all areas of operation, analyzing and publishing the results and planning and implementing improvements.* The College needs to improve publishing the information and implementing improvements.
 - c. *The college has documented assessment results and communicated matters of quality assurance to appropriate constituencies* – PBC members are asked to share meeting information with their constituents.
2. Items of concern on Program Review (page 1) at the proficiency level:
 - a. *Dialogue about the results of all program reviews is evident throughout the institution as part of discussion of institutional effectiveness* – need to strengthen linkage between program review and planning, and communicating information about the results of program review.

The next meeting is scheduled on April 19, 2012.

The meeting ended at 2:30 p.m.



**NOTES – STUDENT SUCCESS TASK FORCE MEETING
APRIL 6, 2012**

Present: F. Arce, R. Asher, C. Gold, D. Goldberg, L. Gras, C. Lee, T. Lew, J. Nishime, R. Smith, J. Soden, A. Spor, R. Wells

1. **Linda Michalowski's Articles:** Two articles by Linda Michalowski, "Improving Student Success" and "A Fundamental Change," were distributed and discussed. It was noted that a better alignment is needed from K12 and community colleges so there are not as many students coming out of the high schools who still need basic skills. Given the fiscal situation, it may not be prudent to make any changes until the legislation passes and Title 5 changes come about. Community colleges now know its charge and how staff will need to focus their time and energy.
2. **Purpose of the Task Force:** In developing a statement of purpose, it was agreed that it is important to stay true to the ECC mission statement when adopting the SSTF recommendations. It is not known how funding will be tied to how closely the College chooses to implement the recommendations.

The purpose of the Task Force is to evaluate the recommendations of the Student Success Task Force and develop a strategy for implementing the recommendations at El Camino College.

3. **Information Needed:** The following questions and/or comments were noted:
 - How is student success defined? Should it be more student-centered? What is the State standard?
 - Need to emphasize more on what students are trying to achieve rather than what we can measure.
 - There needs to be more balance here; can still have life-long learning.
 - Do we want to evaluate some of these success measures?
 - The task force has a list of metrics which includes transfer ready, as well as counting the number of degrees and certificates.
 - Accreditation standards also look at measures.
 - How do you accurately measure success in students' mind? They state their goals in an educational plan.
 - After the legislation goes through and the Matriculation Act becomes the Student Success Act, all matriculation funding will be re-funneled to the SSTF.

Institutional Research will be asked to provide the following information:

- the number of students who have taken a course two or more times;
- the number of students who are first/second semester students enrolled in basic skills courses;

- **an overview in terms of student assessment and the relationship between the assessment and course they take in basic skills.**

4. **Develop Goals:** The College will begin working on the following goals:

- A. Increase College and Career Readiness**
- B. Strengthen Support for Entering Students**
- C. Incentivize Successful Student Behaviors**
- D. Align Course Offering to Meet Student Needs**
- E. Improve the Education of Basic Skills Students**

Suggestions and/or comments were noted as follows:

- There should be a standardized educational plan that everyone completes unless they opt out. One incentive for completing a plan would be priority registration. It was noted that students are required to complete an educational plan in Human Development 8.
- About 20% of ECC students (4,300) have completed an educational plan.
- Should also consider Human Development 5 (Career and Life Planning) to help students declare a major.
- Should offer a mandated course to students.
- In-depth orientation.
- Schedule boot camps prior to the students arriving in fall.
- Enroll all students in FYE and make that the model.
- Counselor intervention – first stop for students.

CEC will establish its own Student Success Task Force. Some things will come together on priority registration but some things will have to be done differently, especially in the basic skills area. A representative from ECC should be included on the CEC task force.

It was noted that if the recommendations are implemented in the next two years, enrollment will go through a decline because it will affect the basic skills population, students with 110+ units and students on probation.

- What are the long-term implications and how will this change?
- How can we receive aid so we are not caught without any plan if enrollment does drop?
- Need to be aware to what degree we are allowed to phase in the recommendations.
- We should not wait and should begin work now on phasing things in.
- We should be able to begin addressing priority registration.
- There is a disproportionate impact with content validity.
- Need to select an assessment instrument.

5. **Develop Meeting Schedule:** It is anticipated that the Task Force will meet one or two more times. Information regarding the next meeting will be forthcoming.

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.

Reference: Title 5, Section 55754, 55755
Board of Trustees Agenda – June 15, 2009

Reference: Title 5, Section 55754, 55755
Board of Trustees Agenda – June 15, 2009
Draft 3/26/12

[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. [Gerald Sequiera]
- 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.[Gerald Sequiera]

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 [Gerald Sequiera]

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.
[Gerald Sequiera]

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. [Gerald Sequiera]

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
~~9/16/11 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

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)
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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.

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Academic Probation

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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
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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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Draft 3/26/12
4/24/12 Educational Policies Committee
5/1/12 Academic Senate first reading

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 appropriate campus committee*, shall utilize an acceptable procedure 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 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, Curriculum, and Course Development. Distance education courses shall be approved under the same conditions and criteria as all other courses.

Comment [t1]: The Educational Policies Committee added this statement to ensure that the decision about how to verify a student's identity is informed by faculty would teach on-line. The intention is for the VPAA to consult with DEAC on this.

Comment [t2]: The Educational Policies Committee changed this to the wording used in the CCLC template which is more accurate

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 Resolution 3/3/2012

Elimination of CSU Service Areas

R. Chris Wells, El Camino College Academic Senate

Whereas: SB 1440 and the recommendations from the Legislative Analyst's Office (LAO) in their report – Guaranteed Regional Access Needed for State Universities both have the impact of strengthening Local Area Access Priority to California State Universities and therefore exacerbate a discriminatory practice.

Whereas: The LAO report acknowledges that “granting preference to local students over out-of-area students could be perceived as inequitable—particularly when the out-of-area student is better qualified. Moreover, given that CSU campuses differ in terms of size, campus amenities, program offerings, student bodies, and other characteristics, there could be situations when a student's local campus is not the best suited to that students' needs.” And they still “believe that ensuring local access to all eligible students is more important than maintaining equal admissions criteria for all applicants to a given campus.”

Whereas: The basis of the policy of "free flow", adopted by the Legislature in 1987, that permits students to enroll in any community college in the state, regardless of the district in which they happen to reside should also be the basis for the elimination of Local Admissions Areas for the CSU system.

Whereas: El Camino College, ECC – Compton and Cerritos College are in a position to make a strong argument that the current policy not only hurts their students it also hurts the college's ability to attract students and gives priority to students of non-protected classes over students of protected classes

Whereas: The Academic Senate for California Community Colleges had a Resolution 15.02 Fall 2009 RE-EVALUATE CSU SERVICE AREAS (Presenter: Kenneth Matsuura, Transfer and Articulation Committee) that described discriminatory practices of the CSU System and a previous resolution 15.03 Spring 2004 on the same issue that has not resulted in the desired remedy.

Whereas: There has been ongoing discussion by the representatives of Cerritos and El Camino College with the representatives of California State University Long Beach since May 24, 2011 and there has not been a resolution to guarantee equity.

Resolved: That the El Camino College Academic Senate challenge this policy in the most aggressive way possible by filing a Complaint to the Office of Civil Rights, United States Department of Education.

Resolved: That the El Camino College Academic Senate request that The Academic Senate for California Community Colleges join El Camino College and Cerritos College by supporting this resolution and joining in this complaint.