



Academic Senate for California Community Colleges

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Educational Policies Committee

November 6, 2017
4:00 PM - 5:00 PM
CCCConfer

MINUTES

I. Call to order and adoption of the agenda

Meeting called to order at 4:02 PM. Present: Christopher Howerton (Woodland Hills College), Andrea Dutton (Chaffey College), Holly Bailey-Hofmann (West Los Angeles College), and Rebecca Eikey (ASCCC Exec and College of the Cantons). Absent David Lagala (Folsom Lake College), and Randy Beach (ASCCC Exec, Committee Chair). Committee agreed to add an information item "Title 5 Updates" as the new item III.

II. Face-to-Face Meeting at Chaffey

The meeting will be held from 10-3 PM at the Rancho San Antonio Medical Center campus of Chaffey College. The address is 777 Milliken Avenue, Rancho Cucamonga 91730. Parking passes are not required. Meeting room is on the ground floor in the offices of the Chaffey College Radiologic Technology Program. Randy and Andrea will discuss lunch options via email.

III. Title 5 Updates

Randy updated the committee on proposed changes to title 5 in various stages of proposal that have been presented at 5C. Changes in discussion include: §55250-55251 (Approval of Work Experience Plans), §55256.5 (clarification of unit calculation consistent with other t5 changes); §55070 (Lowering minimum units for Certificate of Achievement); §55024 (Adding the "EW" for Excused Withdrawal). In addition, 5C discussed resolution [S15 14.01 "Allowing Faculty to Submit the "Report Delayed" \(RD\) Symbol for Instances of Student Academic Dishonesty"](#) and the potential addition of the "RD" symbol for students who have been accused of academic dishonesty but the outcome of disciplinary action is still pending or cannot be resolved before grades are due. Christopher will convert title 5 §55023-55024 into an editable format and will meet with Randy to discuss possible changes and bring to the meeting on Dec 13 for the full committee to review.

IV. Grants Policy

The committee reviewed various options and agreed to create a model policy and procedure for developing educational programs specifically based on grants. Holly and Randy will meet and develop a draft in time for the December 13 meeting for review by the full committee. Andrea will research colleges to find good examples of their curriculum (courses and program) development policies (BP/AP 4020 in the CCLC numbering system) and send those to Randy prior to Thanksgiving break. The committee will review and agree on a model policy to include in the paper at the December 13 meeting. Both model policies will be included in the program development paper.

V. Supplemental Instruction Survey

Randy discussed the survey results and analysis with Crystal Kiekel from 3CSN. Randy will draft a Rostrum article explaining the various types of Supplemental Instruction happening at colleges in the system. The full committee will review in Spring. Andrea and Chris will send Randy their contacts for SI at their own colleges. At its December meeting the committee will discuss creating a new survey on SI given the significant changes in the system since the first survey was completed.

VI. Resolution [S17 9.03 Addressing the Needs of Students Impacted by the Changes to Course Repetition](#)

The committee discussed the draft survey created by the 5C work group and made some observations. Randy will collect more information from 5C members on the intent of the survey. The committee will continue to discuss at its December 13 meeting.

VII. [Educational Policies Paper](#)

Committee will discuss at the December 13 meeting.

The meeting adjourned at 5:02 PM

Next Meeting: Chaffey College

VIII. Resources:

- a. [5C Survey on Repetition](#)
- b. [Membership Contact Info](#)
- c. [17-18 Meeting Schedule](#)
- d. Travel form at: <http://www.asccc.org/content/flight-and-travel-request>
- e. Reimbursement forms at:
http://www.asccc.org/sites/default/files/SenateReimbursementForm2016_1.pdf