

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

September 18, 2018

8.0 Informational Item: Revised AP 4240; Revised AP 5530

9.0 Other Action Item: New BP and AP 4029; Revised BP 4240

[Combined Format for Chancellor's Council Discussion]

Subject: Second Reading and Adoption of New Board Policy 4029 (Administrative Procedure 4029) and Revised Board Policy 4240. Informational report on revised Administrative Procedure 4240 and Revised Administrative Procedure 5530

Background:

In accordance with Board Policy and Procedure 2410, prior to the adoption of a new Board Policy or a substantive policy revision, the policies were presented on the August 21, 2018 Board agenda for First Reading as an informational item. Action to adopt the new policy (approve the accompanying new procedure) and revised policy is now being recommended. Revised administrative procedures are being presented for informational purposes.

During the spring semester, several changes in policy and procedure were initiated by district constituents:

Board Policy 4029, Hours and Units (New). This policy and accompanying administrative procedure come out of the College Curriculum Committees and Academic Senates. It is necessitated by changes to Title 5 regulations which require there be a board policy stating the district's minimum number of units for a course, the hours to unit ratios, and unit increments.

[Note: a few minor revisions are being suggested by the Academic Senates and will be available for review at the Chancellor's Council meeting.]

Board Policy 4240, Academic Renewal. This revision to policy and accompanying administrative procedure came out of discussions at the districtwide governance Educational Support Services Committee. The revision permits a student to apply for academic renewal at Chabot College or Las Positas College if they have completed equivalent coursework at another accredited institution. This change is reflective of the common situation for students of taking courses at multiple community colleges prior to completing their program of study, and also is supportive of student success by reducing the number of course units students might otherwise have to take.

Administrative Procedure 5530, Student Rights and Grievances. This proposed revision to procedure is presented in draft form for informational purposes. The need to revise this procedure for organization and clarity came to the multi-constituency Chancellor's Council from the Las Positas College Academic Senate.

Academic Affairs

BP 4240 ACADEMIC RENEWAL

References:

Title 5 Section 55046

Academic Renewal is a process that permits the alleviation of substandard (D's, F's) academic coursework not reflective of the student's current scholastic ability. Previously recorded substandard academic performance may be disregarded if it is not reflective of a student's demonstrated ability. ~~Only courses taken at the Chabot-Las Positas Community College District will apply. Work completed at other institutions may be considered for graduation eligibility only.~~

The Chancellor shall establish procedures that provide for academic renewal.

Date Adopted: February 18, 2014

Academic Affairs

AP 4240 ACADEMIC RENEWAL

References:

Title 5 Section 55046

Students may petition for academic renewal only once. For students to be eligible for academic renewal ~~they must be currently enrolled at Chabot and/or Las Positas College, and~~ a period of at least two years must have elapsed since completion of the coursework to be disregarded. The student may submit a petition for academic renewal to the Admissions and Records Office upon completion, at an accredited institution, of the following:

- a minimum of 12 units taken consecutively ~~at Las Positas and/or Chabot~~ with a grade point average of 2.5 or better; or
- a minimum of 20 units with at least a 2.0 grade point average.

Up to 24 units of course work may be eliminated from consideration in the cumulative grade point average.

Specific courses and/or categories of courses that are exempt from academic renewal must be described. Academic renewal actions are irreversible. When academic renewal procedures permit previously recorded substandard coursework to be disregarded in the computation of a student's grade point average, the student's permanent academic record should contain an accurate record of all coursework to ensure a complete academic history.

Academic renewal procedures may not conflict with the District's obligation to retain and destroy records or with the instructor's ability to determine a student's final grade.

Upon approval to have his/her records renewed, the student's transcript shall be annotated in such a manner that all courses disregarded shall remain legible on the transcript, indicating a true and accurate history of the student's record.

Academic renewal at Chabot and Las Positas College does not guarantee that other colleges will accept this action. Acceptance of academic renewal is at the discretion of the receiving institution.

Date Approved: February 18, 2014