Members Present: Deanna Abma, Frederick Chavaria, Beth Freedman, MaryLou Leyba, Monika Liu, Susana Mayorga, Madeline Mueller, Susmita Sengupta, Frederick Teti  
Members Absent: Lancelot Kao, Renato Larin, Lauren Muller, Alice Murillo

Approval of Records: The September 20, 2010 minutes were approved with minor corrections.

Reported Items:
  Frederick Teti shared that the Credit by Exam proposal was sent to the Academic Senate for a vote next week. There was no IRB or Prep Success news to report. The Equity Task force met last Wednesday to give updates and field questions. The Accreditation Team is seeking volunteers for Standard II.

Adoption of Agenda
  The agenda was adopted.

Discussion and Action Items

I. Transcript Notation Policy:
  The committee will keep this item in the hopper for future discussion.

II. SB 1440:
  Deanna Abma presented a brief overview about the new bill which was recently signed by the Governor. Deanna participated in the statewide Academic Senate C-ID meeting which met to discuss course content and select core courses for the new transfer associate degree majors. The goal was to create a statewide model curriculum to seek feedback from institutions that will use the model to create their own. The Committee will keep SB 1440 as a standing item this academic year.

III. Incomplete Removal Policy:
  The committee had a discussion regarding the Incomplete Removal policy language currently found in the catalog. Fred Teti will draft the new language and bring it back to the committee for review.

IV. Communicating policy changes to the district:
  The committee recommended we continue to add policy changes to the online Catalog. Beth Freedman suggested we disseminate the information at the DCC and add the policy changes to the instructional calendar given to the faculty every semester.

V. Area G waiver for high-unit non-CTE majors:
  Deanna Abma explained the current policy on requesting an Area G waiver and introduced the idea whether the policy should be up to the department itself or the larger institution. In addition, the committee discussed if the college actually has general criteria to grant an Area G waiver. If available, Deanna may provide the committee with a list of units required per major to indicate the high-unit majors.

VI. International Bachelor’s Degree and CLEP:
  Deanna Abma gave background information about International Bachelor’s degree (IB) and College Level Examination Program (CLEP). The benefit of such exams is to provide students with the opportunity to clear requirements and earn college credit. The statewide Academic Senate would like to have California community colleges agree on how to grant college credit. This item will remain in progress.

VII. Grades and Financial Aid Eligibility:
  After a conversation with Financial Aid, Madeline Mueller introduced the idea of a W/F grade to differentiate between students withdrawing from all of their classes (and are therefore held responsible for returning their financial aid) and those students who simply
failed their classes. The committee will continue discussion on the item once Madeline is able to contact the Area B representative on the State Academic Senate Executive Committee.