

# San Joaquin Delta College

## Policy & Procedures Review Committee

Thursday, February 12, 2008

1:30 to 3 p.m.

Mustang Room

Paula Bennett, Recorder

Matt Wetstein, Executive Secretary

**Attendees:** Dana Baker, Catherine Mooney for Trudy Walton, Joe Bisson, Joyce Giovanetti, Steve Schermerhorn, Janice Takahashi, Jan Truscott, Matt Wetstein for Kathy Hart, and Mario Vasquez

**Absent:** Jeff Kay and Valerie Novak

**Excused:** Joe Gonzales

**Guests:** Stacey Bagnasco, Denise Donn, Randy Gaines, Debra Louie, Clarence Louie, Scott Martin, Marc Brommé, and Jack Saunders

### College Mission Statement (BP 1201)

The mission of San Joaquin Delta College is to provide excellent post-secondary education that serves the needs of students, the College District and the community through continuing, transfer, career and technical education, and economic development. To achieve this objective, the faculty and staff are committed to providing comprehensive instructional programs, student services and public services that are high quality.

In fulfilling its mission, San Joaquin Delta College acts upon the following principles:

- Commitment to excellence requires effective collaboration, respect for cultural diversity, appreciation of historical perspective, open communication, high academic standards, a vital connection to the arts and cultures of the community, and competitive athletics.
- Student success and equity are founded on a well-coordinated and institutionally-integrated developmental education program.
- Educational resources are available to all students regardless of age, disability, gender, or ethnicity.
- Institutional renewal must include continuous improvement through new and revised curricula; the use of student learning outcomes to enhance student performance; new and effective technologies; and ongoing faculty and staff professional development.
- All aspects of the College encourage good citizenship, responsible leadership, ethical behavior, and the appreciation of lifelong learning.

## Minutes

1. The Minutes of January 22, 2009, were approved as presented.

2. Returned from Comment Period Ending February 12, 2009

- Proposed Deletion Policy 1040 "Duties & Responsibilities of the Board" to BP 2010.1 Duties & Responsibilities of the Board"

The Committee considered recommendation from the Academic Senate President to further amend the proposed Board Policy (BP) to include language that clearly defines the Senate's primacy role. In addition the Academic Senate President requested to also include language that notes that some Administrative Procedures (APs) will be review by the Board.

In the absence of such language, the Executive Secretary urged the committee to move the proposed BP forward as presented (and released for comment) in order to satisfy the current accreditation recommendations.

Following further discussion, the Committee agreed to allow the Academic Senate President to develop acceptable language, release it via email to members, and continue the discussion to include such language at the February 26 President's Council Meeting.

- Proposed Deletion Policy 52001.1 "Credit/No Credit Grading Option" to AP 4230.1 "Pass/No Pass Grading Option"

The Executive Secretary urged that item "B" not be struck based on the Education Code which does not prevent pass/no pass; adding that the units do not count toward the GPA calculation which does the

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## Minutes

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students a disservice. Following discussion, it was agreed to allow the Academic Senate to further review the proposed changes and write acceptable language.

- Academic Senate Requested to table for review by Ad Hoc Committee on Wednesday, February 18 at 4 p.m., to report back to Committee
  - Proposed Changes AP 5500 “Standards of Conduct”
  - Proposed Changes AP 5500A “Academic Dishonesty Report Form/Definition”
  - Proposed Changes AP 5530 “Student Rights & Grievances”
  - Proposed Changes AP 5530A “Student Grievance Petition Form”
  - Proposed Changes AP 5530B “Student Grievance Hearing Guidelines”
- Comments Received from Academic Senate  
Proposed Changes AP 4100 Associate in Arts and Associate in Science Degree Requirements  
Comment Period Ending May 2, 2008 - Pending Rewrite 5/08

Numerous guests spoke in support of the proposed change as revised by the Curriculum Committee which would allow students to double count classes for General Education credit and major requirements for a degree.

The Executive Secretary argued extensively that the proposed change would not allow students the breadth of knowledge across disciplines – the purpose of the liberal arts degree. He added that the current list would discourage students from getting a broad introduction to disciplines. Dr. Stacey Bagnasco informed the group that the double counting is allowable by the CSUs and UCs. Others pointed out that most California Community Colleges also allow double counting.

The Academic Senate President presented a motion to move forward to President’s Council to be effective at the beginning of the academic – the Director of Admissions and Records seconded the motion with amendment - to be effective spring 2009 year to pick up students who may have been denied. Motion carried – 2 No’s.

### 3. Draft Strategic Goals - Draft Student Learning Outcomes - Wetstein

- Reviewed – agreed to add language to Goal 2 – Staff Development, SLO 2.1 – to include DocuShare Tutorial. The Executive Secretary informed the Committee that a tutorial was recently developed for the Board which could be used by the Committee and campus community. Dr. Wetstein to develop language.
- Assessment of SLO – agreed to change 70% to 50% by spring 2009 (CCLC renumbering).
- Review of Takahashi/Truscott Goal

There being no further business, the meeting was adjourned at 2:34 p.m. The Committees next meeting is scheduled for Thursday, February 26, 2009, 1:30 to 3 p.m., Mustang Room.