

TO: BOARD OF TRUSTEES
FROM: SUPERINTENDENT

INFORMATIVE REPORT NO. 22-2008/09-IR/S

Prepared by the Office of the Superintendent
for Presentation to the Board of Trustees
June 8, 2009

SUBJECT: PROPOSED REVISION OF BOARD POLICY 1200 DISTRICT MISSION
AND REVISION OF AP 4100 GRADUATION REQUIREMENTS FOR
DEGREES AND CERTIFICATES

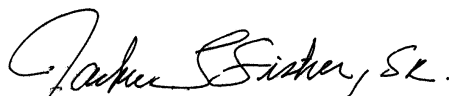
A. Background

Due to changes in Title 5, the Academic Policies and Procedures Committee (AP&P) recommended changes to board policy 1200 District Mission. The changes were approved by AP&P on May 14, 2009, and by the Academic Senate on June 4, 2009.

The dean of Enrollment Services has recommended corrections to the procedure regarding graduation requirements (AP 4100) to reflect that degrees are awarded three times per year and that the ceremony is properly known as commencement.

Added policy language is indicated by bold, underlined text, and deleted text is indicated by strikethrough. The revised policy will be presented for approval at the regular meeting of the Board of Trustees in July.

Respectfully submitted,



Jackie L. Fisher, Sr.
Superintendent/President

BP 1200 District Mission

Reference:

WASC/ACCJC Standard One

The mission of the Antelope Valley Community College District is to serve the community by placing student success and student-centered learning as our number one priority through higher educational standards and innovative programs and services in a professional, team-driven environment.

Antelope Valley College takes pride in providing a quality, comprehensive education for a diverse community of learners. We are committed to student success, offering value and opportunity to all members of our community.

We provide offer:

- ***Associate Degree Programs***

Associate degree programs **comprised** for students who complete the college's **of** general education **courses**, and proficiency requirements, combined with the fulfillment of a designated major **designated courses in a specific major or area of emphasis. Associate degrees provide students with “the ability to think and to communicate clearly and effectively both orally and in writing; to use mathematics; to understand the modes of inquiry of the major disciplines; to be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems; and to develop the capacity for self-understanding.”**

- ***Career Technical Programs***

Certificate and degree programs comprised of “essential career technical instruction” in a variety of business, technical, and occupational courses designed to enhance students’ knowledge and skills leading to employment, career advancement, certification, and state or federal licensure. We award both Chancellor’s Office approved Certificates of Achievement and locally approved Certificates of Proficiency.

- ***Transfer/General Education Courses***

Transfer/general education courses in communication and critical thinking, the physical and biological sciences, arts and humanities, liberal arts, the social and behavioral natural sciences, and technical education. Completion of these courses allows students to **fulfill degree requirements or**

enroll in upper division (junior, senior) **courses and** programs at accredited four-year institutions through **our** articulation agreements with universities.

- ~~**Vocational and Technical** certificate and degree programs comprised of business, technical and occupational courses designed to enhance students' knowledge and skills leading to employment, career advancement, certification, and state and federal licensure. We award both Locally Approved Certificates and Chancellor's Office Approved Certificates.~~

- **Basic Skills Courses**

Basic skills courses (*non-degree applicable*) in reading, writing, mathematics, English as a Second Language, and learning and study skills. These courses offer students essential foundation skills that are necessary for success in college-level degree and certificate applicable courses.

- **Student Support Services and Instructional Support**

consisting of **A variety of services in academic, career, and personal** counseling, matriculation, transfer and employment services, disabled student services, financial aid, student development, **in** library instruction and **course** support, instructional resources and **in** learning assistance instruction. These services support the needs of students in pursuing and achieving their educational goals.

- **Workforce Preparation and Economic Development**

through **Workforce** programs, job preparation courses (non-degree applicable) and a variety of services that contribute to the educational and economic well being of the community.

- **Personal Enrichment and Professional Development**

through **Community education service offerings, non-credit,** not-for-credit classes and services that develop the knowledge, skills and attitudes necessary for students to be successful **effective** members of the community. These classes enhance the community's social, cultural, and economic well being. **Non-credit course offerings may lead to a Certificate of Completion and/or Certificate of Competency.**

(Note: The following paragraph will be moved to the end of the procedure.)

The mission will be reviewed annually by the **Academic Policies and Procedures Committee (AP&P), a standing committee of the Academic Senate.** **The Strategic Planning and Budget Council (SPBC) will review the Philosophy and Institutional Learning Outcomes (ILOs) based on AP&P's annual review of the mission.** and **Recommended** changes **to the mission, philosophy, and ILOs** will be submitted to the Board for consideration.

The Antelope Valley Community College District is committed to fulfilling its mission in accord with the following philosophy:

Antelope Valley Community College District is a comprehensive community college district in the California Community College System dedicated to providing services to a broad range of students with a variety of educational goals. The district is dedicated to providing educational programs and services as expressed in the California Master Plan for Higher Education. Likewise, the district is committed to equal educational opportunity and reinforces that commitment through a program of active affirmation of diversity.

Antelope Valley Community College District is dedicated to meeting the dynamic needs of a changing community. The District addresses the educational needs of a diverse and evolving population. The District recognizes that it is uniquely capable of responding to the requirements of regional business, industry, and public service, as well as the social and cultural needs of the Antelope Valley.

Antelope Valley Community College District affirms the rights of the individual and respects human dignity. The programs and activities offered foster the individual's ability to think clearly, critically, and independently to meet the demands of an increasingly complex society. The student is the primary concern of the Community College District. The curriculum, activities, and services are designed to help students understand their physical, cultural, ethnic, and social environment. The preservation of academic freedom provides an environment in which students and faculty can examine ideas freely. Academic freedom in the pursuit and dissemination of knowledge in an educational environment shall be ensured and maintained. Such freedom shall be recognized as a right of all members of the faculty, whether of tenure or non-tenure rank, of all administrative officers, and of all students.

This philosophy is reflected in the curriculum, the student-faculty relationships, the services and resources, and the policies of the Antelope Valley Community College District.

Adopted: 7/5/05

Revised: 10/9/06

Revised: 5/12/08

Revised: July 13, 2009

AP 4100 Graduation Requirements for Degrees and Certificates

Reference:

Title 5, Sections 55070, 55800 et seq.

Associate Degree Requirements

(Title 5, Section 55806)

Graduation from Antelope Valley College with the associate in arts or associate in science degree requires that students demonstrate competency in reading, writing, and mathematics and complete a minimum of 60 semester units, including requirements 1 through 6 listed below.

1. General Education Requirements

A minimum of 21 units, including a minimum of 3 semester units, or 4 quarter units, in Areas A, B, C, D1, D2, E and F. Courses meeting general education and major requirements can be found in the Graduation/Associate Degree Requirements section of the college catalog.

Area A* - Natural Sciences (Select at least 3 semester units)

Courses in the Natural Sciences are those which examine the physical universe, its life forms and its natural phenomena. To satisfy the GE requirement in natural sciences, a course shall be designed to help the student develop an appreciation and understanding of the scientific method, and encourage the understanding of the relationships between science and other human activities.

Area B* -Social & Behavioral Sciences (Select at least 3 semester units)

Courses in the Social and Behavioral Sciences are those which focus on people as members of society. To satisfy the GE requirement in social and behavioral sciences, a course shall be designed to develop an awareness of the method of inquiry used by the social and behavioral sciences. It shall be designed to stimulate critical thinking about the ways people act and have acted in response to their societies and should promote appreciation of how societies and social subgroups operate.

Area C* - Humanities (Select at least 3 semester units)

Courses in the Humanities are those which study the cultural activities and artistic expression of human beings. To satisfy the GE requirement in the humanities, a course shall be designed to help the student develop an awareness of the ways in which people throughout the ages and in different cultures have responded to themselves and the world around them in artistic and cultural creation and help the student develop aesthetic understanding and an ability to make value judgments.

Area D -Language & Rationality [Select 3 semester units from (1) and select 3 units from (2)]

Courses in Language and Rationality are those which develop for the student the principles and applications of language toward logical thought, clear and precise expression and critical evaluation of communication in whatever symbol system the student uses.

1. English Composition

Courses fulfilling the written composition requirement shall be designed to include both expository and argumentative writing.

2. Communication and Analytical Thinking

Courses fulfilling the communication and analytical thinking requirement include oral communication, mathematics, logic, statistics, computer languages and programming, and related disciplines.

Area E -Additional Breadth (Select at least 3 semester units)

Courses in this area are designed to expand the acquisition and utilization of knowledge in GE and/or self understanding. Courses must be taken from a discipline not previously selected.

Area F -Diversity Studies (Select at least 3 semester units)

The primary focus of courses meeting the Diversity Studies requirement will deal, in depth, with non-dominant groups in the State of California and the United States. These groups of people are defined as African-American, Hispanic, Asian-Pacific Islander, Native American and Women. Courses meeting the Diversity Studies requirement will deal with more than one group. Courses will deal with one non-dominant group in comparison to the dominant group or other non-dominant group(s). Issues of racism and sexism will be explicitly covered.

2. Proficiency Requirements

Proficiency requirements exist for the areas of Reading, Writing and Math. Students must demonstrate competency in each of these areas in order to be eligible for the associate degree.

A. READING Completion of ENGL 101 with a minimum grade of "C."

B. WRITING Completion of ENGL 101 with a minimum grade of "C."

C. MATHEMATICS Completion of MATH 102 or higher or CIS 121 with a minimum grade of "C."

3. Major or Area of Emphasis Requirements

Major or area of emphasis requirements may be satisfied by:

A. Completing at least 18 semester units of study (or 27 quarter units) in a specific major or area of emphasis as outlined in the specific degree requirements listed in the AVC catalog, with a grade of "C" or better in all required core course and the specific courses listed as program electives.

4. Electives

Sixty semester units are required for an associate degree. In addition to the general education and major requirements, the remaining number of semester units needed to complete an associate degree is considered electives. Any course that has already been counted toward (1) the general education requirements, or (2) the major or area of emphasis, cannot be used as an elective.

5. Grade Point Average Requirement

A cumulative grade point average of 2.0 ("C" average) is required.

6. Residence Requirement

Of the required 60 units, “at least 12 semester units must be completed in residence at the college granting the degree” as stated in Title 5, Section 55806.

Requirements for Two or More Associate Degrees

To be eligible for multiple associate degrees, a student must have completed all of the graduation requirements for each degree.

Antelope Valley College awards the associate arts and associate science degree to students who pursue majors or designated areas of emphasis listed in the college catalog. In the course description section of this catalog, all courses that apply to the associate degree or certificates are designated as (AVC).

The completion of an associate in arts or an associate in science degree does not ensure that a student can transfer directly to a four-year college or university. Students interested in transferring should refer to the Transfer Requirements section in the college catalog.

Certificate of Achievement Requirements:

- For a certificate of achievement, a student must successfully complete a course of study or curriculum that consists of *18 or more semester units or 27 or more quarter units* of degree-applicable credit coursework. The certificate of achievement shall be designed to demonstrate that the student has completed coursework and developed capabilities relating to career or general education.
- A student may also be awarded a certificate of achievement for a sequence of courses consisting of 12 or more semester units or 18 or more quarter units if approved by the CCC Chancellor.
- Shorter credit programs that lead to a certificate may be established by the District, but cannot be listed on the student’s transcript.
- Content and assessment standards for certificates shall ensure that certificate programs are consistent with the mission of Antelope Valley College, meet a demonstrated need, are feasible, and adhere to guidelines on academic integrity.
- Certificates for which CCC Chancellor’s approval is not sought may be given any name or designation deemed appropriate except for certificate of achievement, certificate of completion, or certificate of competency.

Application for Graduation

Antelope Valley College awards degrees ~~twice~~ **three times** annually—~~in December following the fall semester and in June following the spring semester.~~, **and** An application for graduation must be filed in **with** the Admissions and Records **Graduation** Office. After submitting the application, students will receive a formal evaluation of progress toward the degree. Students will **also** receive information on participating in the annual graduation **commencement** ceremony. While participation in the graduation **commencement** ceremony is encouraged, it is not mandatory to attend to receive a degree. Early filing of the graduation application is highly recommended.

Credit Courses Not Transferable/Applicable to the Associate Degree and Certificate Programs

Effective Fall 1988, selected credit courses shall not apply to the associate degree and certificate programs.

Students who enroll in credit courses not applicable to the degree can use these credits for eligibility purposes, i.e., full-time status, intercollegiate athletic status and financial aid status. In the course description section of the college catalog, these courses are designated as: Credit course not applicable to the associate degree and certificate programs. Grades will not count in calculating the GPA when received in credit courses not applicable to the associate degree and certificate programs. All courses that do apply to the associate degree or certificates are designated as (AVC).

The list of credit courses not applicable to the associate degree and certificate programs are listed in the college catalog under "Graduation/Associate Degree Requirements, Credit Courses Not Applicable to the Associate Degree and Certificate Programs

Note: Courses which emphasize occupational competency do not meet General Education (GE) objectives; and, no course may be counted as meeting both a GE requirement and a major requirement in any District degree.

College Work Applicable to the Associate Degree and Certificate Programs

College work acceptable toward the associate degree includes those courses that have been properly approved pursuant to Title 5, Section 55002(a), or, if completed at other than a California community college, would reasonably be expected to meet the standards of that section

Title 5 of the California Code of Regulations is available at <http://ccr.oal.ca.gov> and in the Antelope Valley College Library.

2/6/06

Revised: 1/8/07

Revised: 3/10/08

Revised: 6/8/09