



Academic Policies & Procedures

AP&P Agenda

Thursday, October 23, 2025

3:00 pm – 5:30 pm CH 202

Type of Meeting: *Regular*

Note Taker: Jamie MacMillan

Please Review/Bring: The past minutes for accuracy.

Committee Members:

Dr. Jonathan Compton, Co-chair
Dr. Kathy Bakhit, Co-chair, Vice President of Academic Affairs
Dr. Jessica Eaton, Articulation Officer
Tim Atkerson, AKIN Representative
Travis Lee, IAAT Representative
Alfred Brubaker, IAAT Representative
Darren Watters, HSS Representative
Vacant, HSS Representative
James Dorn, MSE Representative
Dr. Zia Nisani, MSE Representative
Heidi Williams, LACA Representative
Rhea Vichot, LACA Representative

Gabby Poorman, SBS Representative
Yadira Arellano, SBS Representative
Cynthia Littlefield, AHUM Representative
Paul Taglianetti, AHUM Representative
Stephanie Orellana, Library Rep, Librarian
Tamira Palmetto, Student Services, Counseling
Tanya McGinnis, Student Services, Counseling
Amaka Donn, Adjunct Representative
Dr. Wendy Stout, Administrative Position
Kathryn Mitchell, Administrative Position
Dr. Windy Franklin-Martinez, Administrative Position
Vacant, Student Representative

**Absent*

Items	Person	Action
I. Call to Order	<i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i>	
II. Attendance – Roll Call	<i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i>	
III. Opening Comments from the Public (3 minutes maximum)		
IV. Approval of the Agenda	<i>All</i>	
V. Approval of the Minutes – 10/09/2025	<i>All</i>	
VI. Training –	<i>Dr. Jonathan Compton</i>	



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<p>VII. Action</p> <p>Substantial Course Revisions ABDY 199 Work Experience Education MATH 150 Calculus and Analytic Geometry MATH 150H Calculus & Analytic Geometry Honors</p> <p>Program Revisions Fire Technology AS Fire Technology Cert</p>	<p><i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i></p>	
<p>VIII. Discussion</p> <ul style="list-style-type: none"> – Academic renewal policy – Streamlined workflow process 	<p><i>Dr. Jonathan Compton/ Tamira Palmetto</i></p>	
<p>X. Reports</p> <ul style="list-style-type: none"> – Coursera implementation process and timeline – COR Title 5 DEI 	<p><i>Dr. Jonathan Compton</i></p>	
<p>XI. Catalog</p> <ul style="list-style-type: none"> – 	<p><i>Robyn Serrano</i></p>	
<p>XII. Date of Next Meeting</p> <ul style="list-style-type: none"> – 10/30/25, 11/13/25, 2/26/26, 3/12/26, 3/26/26, 4/9/26, 4/23/26, 5/14/26, 5/28/26 		
<p>XIII. Adjournment</p>	<p><i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i></p>	
<p>NEXT MEETING DATE: October 30, 2025</p>		



AP&P Minutes	Thursday, October 9, 2025 3:00 pm – 5:30 pm CH 202
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Type of Meeting: *Regular*
Note Taker: Jamie MacMillan
Please Review/Bring: The past minutes for accuracy.

Committee Members:

<p><i>Dr. Jonathan Compton, Co-chair</i> <i>Dr. Kathy Bakhit, Co-chair, Vice President of Academic Affairs</i> <i>Dr. Jessica Eaton, Articulation Officer*Proxy-Reina Burgos</i> <i>Tim Atkerson, AKIN Representative</i> <i>Travis Lee, IAAT Representative</i> <i>Alfred Brubaker, IAAT Representative</i> <i>Darren Watters, HSS Representative</i> <i>Vacant, HSS Representative</i> <i>James Dorn, MSE Representative *</i> <i>Dr. Zia Nisani, MSE Representative</i> <i>Heidi Williams, LACA Representative</i> <i>Rhea Vichot, LACA Representative</i></p> <p><i>Guests: Esperanza Perez, Dr. Francisco Fuentes</i></p>	<p><i>Gabby Poorman, SBS Representative*Proxy-Ken Shafer</i> <i>Yadira Arellano, SBS Representative</i> <i>Cynthia Littlefield, AHUM Representative</i> <i>Paul Taglianetti, AHUM Representative</i> <i>Stephanie Orellana, Library Rep, Librarian</i> <i>Tamira Palmetto, Student Services, Counseling</i> <i>Tanya McGinnis, Student Services, Counseling*Proxy-Michael Rios</i> <i>Amaka Donn, Adjunct Representative*</i> <i>Dr. Wendy Stout, Administrative Position*</i> <i>Kathryn Mitchell, Administrative Position</i> <i>Dr. Windy Franklin-Martinez, Administrative Position</i> <i>Vacant, Student Representative</i></p> <p style="text-align: right;"><i>*Absent</i></p>
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Items	Person	Action
I. Call to Order	<i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i>	The meeting was called to order at 3:05pm
II. Attendance – Roll Call	<i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i>	
III. Opening Comments from the Public (3 minutes maximum)		
IV. Approval of the Agenda	<i>All</i>	Action Taken Motion to Amend: Agenda Motion Second Added: Biology AS-T



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		Chemistry AS Computer Science AS Computer Science AS-T Instructional Aide AA Instructional Aide Cert Law, Public Policy, and Society AA-T Math and Science – Option I AA Medical Assistant AS Medical Assistant Cert Modern Policy AS Radiologic Technology AS Mathematics AS-T Physics AS-T Motion Second Motion Approved
V. Approval of the Minutes – 9/25/2025	All	Action Taken Motion to Approve: Minutes for 9/25/2025 Motion Second Abstentions: Cynthia Littlefield, Paul Taglianetti, Reina Burgos, Ken Shafer Motion Approved
VI. Training –	Dr. Jonathan Compton	
VII. Action New Course Developments ABDY 220 Auto Body Estimating ETHN 130 African American History of the U.S. to Reconstruction ETHN 235 Chicana/o/x Literature	Dr. Jonathan Compton/ Dr. Kathy Bakhit	New Course Developments Motion to Approve: ABDY 220 Auto Body Estimating Motion Second Motion Approved Motion to Table: ETHN 130 African American History of the U.S. to Reconstruction Motion Second Motion Tabled Motion to Table: ETHN 235 Chicana/o/x Literature Motion Second Motion Tabled Motion to Approve:



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<p>ETHN 239 Chicana/o/x Art History</p>		<p>ETHN 239 Chicana/o/x Art History Motion Second Changes: Faculty changed to Chicana/o/x Visual Arts and Culture before the meeting and then the “s” was removed from “Arts” during the meeting Motion Approved</p>
<p>FTEC 120 First Responder Fitness & Wellness I</p>		<p>Motion to Approve: FTEC 120 First Responder Fitness & Wellness I Motion Second Changes: “&” to “and”, Course Number Changed to 105 Motion Approved</p>
<p>FTEC 121 First Responder Fitness and Wellness II</p>		<p>Motion to Approve: FTEC 121 First Responder Fitness and Wellness II Motion Second Changed: Course Number to 106 Motion Approved</p>
<p><i>New Course Developments Noncredit</i></p>		<p><i>New Course Developments Noncredit</i></p>
<p>HD 900 College Success and Transfer Exploration</p>		<p>Motion to Approve: HD 900 College Success and Transfer Exploration Motion Second Motion Approved</p>
<p>HD 901 Career Exploration and Development</p>		<p>Motion to Approve: HD 901 Career Exploration and Development Motion Second Motion Approved</p>
<p><i>Substantial Course Revisions</i></p>		<p><i>Substantial Course Revisions</i></p>
<p>AJ 111 Beginning Health and Fitness for First Responders I</p>		<p>Motion to Approve: AJ 111 Beginning Health and Fitness for First Responders I Motion Second Motion Approved</p>
<p>AJ 112 Intermediate Health and Fitness for First Responders II</p>		<p>Motion to Approve: AJ 112 Intermediate Health and Fitness for First Responders II Motion Second Motion Approved</p>



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AJ 113	Advanced Health and Fitness for First Responders III	Motion to Approve: AJ 113 Advanced Health and Fitness for First Responders III Motion Second Motion Approved
ED 140	Introduction to Education	Motion to Approve: ED 140 Introduction to Education Motion Second Motion Approved
EMT 101	Emergency Medical Technician (EMT)	Motion to Approve: EMT 101 Emergency Medical Technician (EMT) Motion Second Motion Approved
EMT 122	Pharmacology in EMS	Motion to Approve: EMT 122 Pharmacology in EMS Motion Second Motion Approved
EMT 125	Cardiorespiratory Emergencies	Motion to Approve: EMT 125 Cardiorespiratory Emergencies Motion Second Motion Approved
EMT 126	Neuroendocrine Emergencies	Motion to Approve: EMT 126 Neuroendocrine Emergencies Motion Second Motion Approved
EMT 127	Medical Emergencies	Motion to Approve: EMT 127 Medical Emergencies Motion Second Motion Approved
EMT 128	OB/GYN and Pediatric Emergencies	Motion to Approve: EMT 128 OB/GYN and Pediatric Emergencies Motion Second Motion Approved
EMT 129	EMS Operations and Special Populations	Motion to Approve: EMT 129 EMS Operations and Special Populations



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<p>EMT 130A Paramedic Clinical Practicum</p>		<p>Motion Second Motion Approved</p> <p>Motion to Approve: EMT 130A Paramedic Clinical Practicum Motion Second Motion Approved</p>
<p>HIST 119 History of Latin America and the Caribbean</p>		<p>Motion to Approve: HIST 119 History of Latin America and the Caribbean Motion Second Motion Approved</p>
<p>THA 115C Rehearsal & Performance: Drama</p>		<p>Motion to Approve: THA 115C Rehearsal & Performance: Drama Motion Second Changes: Updated assignment hours-1 hour writing Motion Approved</p>
<p>THA 116C Rehearsal and Performance: Comedy</p>		<p>Motion to Approve: THA 116C Rehearsal and Performance: Comedy Motion Second Changes: Updated assignment hours-1 hour writing Motion Approved</p>
<p>VN 119 Fundamentals of Patient Care for Vocational Nurses</p>		<p>Motion to Approve: VN 119 Fundamentals of Patient Care for Vocational Nurses Motion Second Motion Approved</p>
<p>VN 120 Self-Care Fundamentals, Pharmacology</p>		<p>Motion to Approve: VN 120 Self-Care Fundamentals, Pharmacology Motion Second Motion Approved</p>
<p>VN 121 Medical-Surgical Nursing for the Adult and Child</p>		<p>Motion to Approve: VN 121 Medical-Surgical Nursing for the Adult and Child Motion Second Motion Approved</p> <p>Motion to Approve:</p>



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<p>VN 122 Vocational Nursing in the Child-Bearing Family and Pediatric Patient</p>		<p>VN 122 Vocational Nursing in the Child-Bearing Family and Pediatric Patient Motion Second Motion Approved</p>
<p>VN 123 Nursing Leadership and Medical-Surgical Nursing</p>		<p>Motion to Approve: VN 123 Nursing Leadership and Medical-Surgical Nursing Motion Second Motion Approved</p>
<p>Non-Substantial Course Revisions</p>		
<p>GEOG 102L Physical Geography Lab: Earth's Weather & Climate</p>		<p>Motion to Approve: GEOG 102L Physical Geography Lab: Earth's Weather & Climate Motion Second Motion Approved</p>
<p>HIST 115 Cultural History of Mexico</p>		<p>Motion to Approve: HIST 115 Cultural History of Mexico Motion Second Motion Approved</p>
<p>New Program Developments</p>		
<p>Athletic Trainer Aide Certificate</p>		<p>Motion to Table: Athletic Trainer Aide Certificate Motion Second Motion Tabled</p>
<p>Emergency Cardiac Care Provider Certificate (Noncredit)</p>		<p>Motion to Approve: Emergency Cardiac Care Provider Certificate Motion Second Motion Approved</p>
<p>General Engineering AS</p>		<p>Motion to Approve: General Engineering AS Motion Second Motion Approved</p>
<p>Health and Fitness for First Responders Certificate</p>		<p>Motion to Approve: Health and Fitness for First Responders Certificate Motion Second Motion Approved</p>



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<p>Home Visitor Certificate</p>	<p>Motion to Approve: Home Visitor Certificate Motion Second Motion Approved</p>
<p>Mathematics AS-T 2.0</p>	<p>Motion to Approve: Mathematics AS-T 2.0 Motion Second Motion Approved</p>
<p>Nutrition and Disease Certificate</p>	<p>Motion to Approve: Nutrition and Disease Certificate Motion Second Motion Approved</p>
<p>Pathway to Law School, Pre-Law and Legal Careers Certificate</p>	<p>Motion to Approve: Pathway to Law School, Pre-Law and Legal Careers Certificate Motion Second Motion Approved</p>
<p><i>New Program Developments Noncredit</i></p>	<p><i>New Program Developments Noncredit</i> Motion to Approve:</p>
<p>AI Strategies for Entrepreneurs, Small Business Owners, and Employees Certificate (Noncredit)</p>	<p>AI Strategies for Entrepreneurs, Small Business Owners, and Employees Certificate (Noncredit) Motion Second Motion Approved</p>
<p>Artificial Intelligence Education Certificate (Noncredit)</p>	<p>Motion to Approve: Artificial Intelligence Education Certificate (Noncredit) Motion Second Motion Approved</p>
<p>Career and College Success Certificate (Noncredit)</p>	<p>Motion to Approve: Career and College Success Certificate (Noncredit) Motion Second Motion Approved</p> <p>Motion to Approve: Structural Steel Welding Performance Certificate (Noncredit)</p>



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<p>Structural Steel Welding Performance Certificate (Noncredit)</p> <p>Wildland Firefighting Certificate (Noncredit)</p> <p>Program Revisions</p> <p>Advanced Aircraft Structures Cert</p> <p>Aeronautical Non-Destructive Inspection Cert</p> <p>Aerospace Leadership and Management Cert</p> <p>Air Conditioning & Refrigeration Specialist AS</p> <p>Air Conditioning & Refrigeration Specialist Cert</p> <p>Air Conditioning Specialist AS</p>	<p>Motion Second Motion Approved</p> <p>Motion to Approve: Wildland Firefighting Certificate (Noncredit) Motion Second Motion Approved</p> <p>Program Revisions Motion to Approve: Advanced Aircraft Structures Cert Motion Second Motion Approved</p> <p>Motion to Approve: Aeronautical Non-Destructive Inspection Cert Motion Second Motion Approved</p> <p>Motion to Approve: Aerospace Leadership and Management Cert Motion Second Motion Approved</p> <p>Motion to Approve: Air Conditioning & Refrigeration Specialist AS Motion Second Motion Approved</p> <p>Motion to Approve: Air Conditioning & Refrigeration Specialist Cert Motion Second Motion Approved</p> <p>Motion to Approve: Air Conditioning Specialist AS Motion Second Motion Approved</p> <p>Motion to Approve: Air Conditioning Specialist Cert Motion Second</p>
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Air Conditioning Specialist Cert		Motion Approved
Aircraft Airframe Cert		Motion to Approve: Aircraft Airframe Cert Motion Second Motion Approved
Aircraft Fabrication & Assembly Technician Cert		Motion to Approve: Aircraft Fabrication & Assembly Technician Cert Motion Second Motion Approved
Aircraft Powerplant Cert		Motion to Approve: Aircraft Powerplant Cert Motion Second Motion Approved
Airframe Manufacturing Technology BS		Motion to Approve: Airframe Manufacturing Technology BS Motion Second Motion Approved
Automotive Collision Repair and Refinishing Specialist Cert		Motion to Approve: Automotive Collision Repair and Refinishing Specialist Cert Motion Second Motion Approved
Automotive Collision Repair Specialist Cert		Motion to Approve: Automotive Collision Repair Specialist Cert Motion Second Motion Approved
Automotive Refinishing Specialist Cert		Motion to Approve: Automotive Refinishing Specialist Cert Motion Second Motion Approved
Avionics Technology Certificate		Motion to Approve: Avionics Technology Certificate Motion Second Motion Approved



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<p>Bachelor of Science Degree Respiratory Care</p>		<p>Motion to Approve: Bachelor of Science Degree Respiratory Care Motion Second Motion Approved</p>
<p>Blueprints & Structures Cert</p>		<p>Motion to Approve: Blueprints & Structures Cert Motion Second Motion Approved</p>
<p>Cal-GETC Cert</p>		<p>Motion to Approve: Cal-GETC Cert Motion Second Motion Approved</p>
<p>Chicana and Chicano Studies AA</p>		<p>Motion to Approve: Chicana and Chicano Studies AA Motion Second Motion Approved</p>
<p>Chicana/o Studies, Latina/o Studies AA-T</p>		<p>Motion to Approve: Chicana/o Studies, Latina/o Studies AA-T Motion Second Approving with the Caveat that AA Office May Remove Classes from List A Per the Chancelors Office Motion Approved</p>
<p>Child and Family Education Associate Teacher Certificate (12 Unit)</p>		<p>Motion to Approve: Child and Family Education Associate Teacher Certificate (12 Unit) Motion Second Motion Approved</p>
<p>Child and Family Education Specialization with Core 8 Option Certificate (24 Unit)</p>		<p>Motion to Approve: Child and Family Education Specialization with Core 8 Option Certificate (24 Unit) Motion Second Motion Approved</p>
		<p>Motion to Approve: Computer Aided Drafting and Manufacturing Cert</p>



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Computer Aided Drafting and Manufacturing Cert	Motion Second Motion Approved
Computer Aided Drafting in CATIA/3DExperience Certificate	Motion to Approve: Computer Aided Drafting in CATIA/3DExperience Certificate Motion Second Motion Approved
Computer Aided Drafting in Solidworks Cert	Motion to Approve: Computer Aided Drafting in Solidworks Cert Motion Second Motion Approved
Computer Aided Manufacturing Cert	Motion to Approve: Computer Aided Manufacturing Cert Motion Second Motion Approved
Computer Networking Multi-Platform Cert	Motion to Approve: Computer Networking Multi-Platform Cert Motion Second Motion Approved
Electrical Engineering AS	Motion to Approve: Electrical Engineering AS Motion Second Motion Approved
Electronics Technology Cert	Motion to Approve: Electronics Technology Cert Motion Second Motion Approved
Engineering Fundamentals Cert	Motion to Approve: Engineering Fundamentals Cert Motion Second Motion Approved
	Motion to Approve: Firefighter I Academy Cert Motion Second



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Firefighter I Academy Cert	Motion Approved
General Aircraft Maintenance Cert	Motion to Approve: General Aircraft Maintenance Cert Motion Second Motion Approved
Geographic Information Systems Cert	Motion to Approve: Geographic Information Systems Cert Motion Second Motion Approved
Human Biology and Wellness AS	Motion to Approve: Human Biology and Wellness AS Motion Second Motion Approved
Mechanical Engineering AS	Motion to Approve: Mechanical Engineering AS Motion Second Motion Approved
Metrology Sciences for Aerospace Manufacturing Cert	Motion to Approve: Metrology Sciences for Aerospace Manufacturing Cert Motion Second Motion Approved
Paramedic AS	Motion to Approve: Paramedic AS Motion Second Motion Approved
Paramedic Cert	Motion to Approve: Paramedic Cert Motion Second Motion Approved
	Motion to Approve: Refrigeration Specialist AS Motion Second Motion Approved



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Refrigeration Specialist AS		Motion to Approve: Refrigeration Specialist Cert Motion Second Motion Approved
Refrigeration Specialist Cert		Motion to Approve: Registered Nursing AS Motion Second Motion Approved
Registered Nursing AS		Motion to Approve: Respiratory Care/Therapy AS Motion Second Motion Approved
Respiratory Care/Therapy AS		Motion to Approve: Welding Cert Motion Second Motion Approved
Welding Cert		Motion to Approve: Wildland Fire Technology AS Motion Second Motion Approved
Wildland Fire Technology AS		Motion to Approve: Wildland Fire Technology Cert Motion Second Changes: Added Program Electives Box to Reflect 14, Changed RPS to Reflect Correct Degree Counts 17 First Semester, 7 Second Semester, 6 Third Semester Motion Approved
Wildland Fire Technology Cert		Motion to Approve: Biology AS-T Motion Second Motion Approved
Biology AS-T		Motion to Approve: Chemistry AS Motion Second



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Chemistry AS	Motion Approved
Computer Science AS	Motion to Approve: Computer Science AS Motion Second Motion Approved
Computer Science AS-T	Motion to Approve: Computer Science AS-T Motion Second Motion Approved
Instructional Aide AA	Motion to Approve: Instructional Aide AA Motion Second Motion Approved
Instructional Aide Cert	Motion to Approve: Instructional Aide Cert Motion Second Motion Approved
Law, Public Policy, and Society AA-T	Motion to Approve: Law, Public Policy, and Society AA-T Motion Second Motion Approved
Math and Science – Option I AA	Motion to Approve: Math and Science – Option I AA Motion Second Motion Approved
Medical Assistant AS	Motion to Approve: Medical Assistant AS Motion Second Motion Approved
Medical Assistant Cert	Motion to Approve: Medical Assistant Cert Motion Second Motion Approved



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<p>Modern Policy AS</p> <p>Radiologic Technology AS</p> <p>Program Revisions Noncredit</p> <p>Advanced ESL Certificate (Noncredit)</p> <p>Customer Service Essentials Cert (Noncredit)</p> <p>Nursing Skills Lab Certificate (Noncredit)</p> <p>Program Deactivations</p> <p>Yoga Instructor Cert</p> <p>Mathematics AS-T</p>	<p>Motion to Approve: Modern Policing AS Motion Second Motion Approved</p> <p>Motion to Approve: Radiologic Technology AS Motion Second Motion Approved</p> <p>Program Revisions Noncredit</p> <p>Motion to Approve: Advanced ESL Certificate (Noncredit) Motion Second Changes: Moved Text from the Course Description to Course Objectives Motion Approved</p> <p>Motion to Approve: Customer Service Essentials Cert (Noncredit) Motion Second Motion Approved</p> <p>Motion to Approve: Nursing Skills Lab Certificate (Noncredit) Changes: Updated unit range (35-95) Motion Second Motion Approved</p> <p>Program Deactivations</p> <p>Motion to Approve: Yoga Instructor Cert Motion Second Motion Approved</p> <p>Motion to Approve: Mathematics AS-T Motion Second Motion Approved</p> <p>Motion to Approve: Physics AS-T</p>
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		Motion Second Motion Approved
Physics AS-T		
VIII. Discussion –	<i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i>	
X. Reports –		
XI. Catalog –	<i>Robyn Serrano</i>	
XII. Date of Next Meeting – 10/23/25, 10/30/25, 11/13/25, 2/26/26, 3/12/26, 3/26/26, 4/9/26, 4/23/26, 5/14/26, 5/28/26		
XIII. Adjournment	<i>Dr. Jonathan Compton/ Dr. Kathy Bakhit</i>	Motion to Adjourn: Motion Approved The meeting concluded at 5:06pm
NEXT MEETING DATE: October 23, 2025		

Academic Renewal Policy

From De'Nean M Litvinov <denean.litvinov@avc.edu>

Date Tue 5/13/2025 8:40 AM

To Amina V Gonzalez <amina.gonzalez@avc.edu>; Julia Rincon Barragan <julia.rinconbarragan@avc.edu>; Miyuki N Kovacs <miyuki.kovacs@avc.edu>; Towana S Catley <towana.catley@avc.edu>

Cc Carlos A Rosas <carlos.rosas@avc.edu>

 4 attachments (1 MB)

Santa Monica-Academic-Renewal-4-2024.pdf; Santa Monica-Progress-Renewal-4-2024.pdf; COC AcademicRenewal Policy Rev2020.pdf; San Francisco CC Academic Renewal Policy (1).pdf;

After reviewing the Academic Renewal policies at numerous institutions, I discovered that AVC is the only institution that requires that sub-standard grades be taken in consecutive terms to be eligible for Academic Renewal. This often significantly limits the usefulness of the policy.

Most other universities require six months to one year to pass before being eligible for Academic Renewal, while AVC requires two years to pass.

The State Academic Senate is urging colleges to move away from punitive practices surrounding academic probation and support students as much as possible. Santa Monica Community College is one on the forefront of this move, demonstrated by approving an Academic Renewal and Progress Renewal policy. Some students find themselves in just as much of a pickle because they have withdrawn from too many classes. Adopting policies similar to Santa Monica College would serve AVC students well.

Please review the attached policies. After review, we can forward suggestions to the Academic Senate at AVC. I know that I believe that a one year waiting period might be better than 6 months. Another thing to consider is the tiered gpa/unit requirement or the very simple complete at least 12 units with a 2.0 gpa.

Warmly,

Dr. De'Nean Litvinov
She/Her/Hers
Human Development Professor
Counseling Faculty
Antelope Valley College
3041 W. Ave K
Lancaster, CA 93536
denean.litvinov@avc.edu

"Men are disturbed not by things, but the views they take of them." Epictetus
"All that we are is a result of all that we have thought." Buddha

Current AVC Academic Renewal Policy (25-26 Catalog)

Academic Renewal

A student may petition through the Dean of Enrollment Services to have up to 30 semester units of course work taken at Antelope Valley College eliminated from the computation of Antelope Valley College total grade point average. The approval or disapproval of the petition will take place administratively pursuant to rules stated herein and those approved by the governing board. A student may petition for academic renewal only once, and all units up to 30 must have been taken in consecutive semesters of attendance excluding summer sessions and intersessions. Only "D" and "F" grades may be eliminated from the computation of the GPA under the Academic Renewal Policy.

The student seeking academic renewal must present evidence that the previously recorded work was substandard academic performance and is not reflective of more recently demonstrated academic ability.

Evidence of recent academic ability will be determined by one of the following:

- 12 semester units with at least a 3.0 GPA
- 18 semester units with at least a 2.5 GPA
- 24 semester units with at least a 2.0 GPA

Work taken in the last semester being petitioned must have been completed at least 24 months prior to the date the academic renewal petition is submitted by the student.

New Proposed Policy – Academic and Progress Renewal

Academic Renewal

Academic Renewal is a process designed to facilitate a student's completion of a degree or certificate program and/or the student's removal from Academic Guidance. A student may petition through the Dean of Enrollment Services to have up to 30 semester units of "D" and "F" coursework taken at Antelope Valley College eliminated from the computation of Antelope Valley College total grade point average. The calculation of a student's GPA using AVC coursework for the purpose of admissions at other colleges and universities is subject to that college's or university's policies. The approval or disapproval of the petition will take place administratively pursuant to rules stated herein and those approved by the governing board.

A student may apply for academic renewal a maximum of two times and may only disregard a maximum total of 30 semester units of "D" and "F" coursework taken at Antelope Valley College.

A student must present evidence of recent academic ability at AVC or any other regionally accredited college, determined by one of the following:

12 semester units with at least a 3.0 GPA

18 semester units with at least a 2.5 GPA

24 semester units with at least a 2.0 GPA

Work taken in the last semester being petitioned must have been completed at least 12 months prior to the date the academic renewal petition is submitted by the student.

All disregarded coursework will remain in the student's permanent record and the student's transcript will be annotated to make it evident that any disregarded course(s) may not be used to satisfy certificate, degree, or general education requirements. Courses previously used to satisfy certificate, degree, or general education requirements are not eligible for Academic Renewal.

Veterans and Dependents/Spouses

If the courses you are requesting academic renewal for are in a term in which you received VA benefits, you will owe money to the VA. If you have further questions, please meet with a VA Counselor prior to submitting your academic renewal request.

Progress Renewal

Progress Renewal is a process designed to facilitate a student's completion of a degree or certificate program and/or the student's removal from Progress Guidance. A student may petition through the Dean of Enrollment Services to have up to 30 semester units of "W", "I", "NC", or "NP" coursework taken at Antelope Valley College excluded from the student record. How "W", "I", "NC", or "NP" notations/exclusions are used at other colleges and universities is subject to that college's or university's policies. The approval or disapproval of the petition will take place administratively pursuant to rules stated herein and those approved by the governing board.

A student may apply for Progress Renewal a maximum of two times and may only disregard a maximum total of 30 semester units of "W", "I", "NC", or "NP" coursework taken at Antelope Valley College.

A student must present evidence of recent academic ability at AVC or any other regionally accredited college, determined by one of the following:

Completing 12 semester units with at least a 3.0 GPA and without receiving a notation of NP (No Pass), NC (No Credit), W (Withdrawal), or I (Incomplete)

Completing 18 semester units with at least a 2.5 GPA and without receiving a notation of NP (No Pass), NC (No Credit), W (Withdrawal), or I (Incomplete)

Completing 24 semester units with at least a 2.0 GPA and without receiving a notation of NP (No Pass), NC (No Credit), W (Withdrawal), or I (Incomplete)

Units must be consecutive and must have begun any time after the coursework to be disregarded: any NP, NC, W, or I notation/grade received during this timeframe will make the student ineligible for Progress Renewal.

Work taken in the last semester being petitioned must have been completed at least 12 months prior to the date the academic renewal petition is submitted by the student.

All disregarded coursework will remain in the student's permanent record and the student's transcript will be annotated to make it evident that the course is excluded

Current Academic Renewal versus New Proposed Policy

(Red is added language. Black is current language.)

(Academic Renewal is a process designed to facilitate a student's completion of a degree or certificate program and/or the student's removal from Academic Guidance.) A student may petition through the Dean of Enrollment Services to have up to 30 semester units of course work taken at Antelope Valley College eliminated from the computation of Antelope Valley College total grade point average. (The calculation of a student's GPA using AVC coursework for the purpose of admissions at other colleges and universities is subject to that college's or university's policies.) The approval or disapproval of the petition will take place administratively pursuant to rules stated herein and those approved by the governing board.

(Black is current language. This part is totally replaced with red language below it)

A student may petition for academic renewal only once, and all units up to 30 must have been taken in consecutive semesters of attendance excluding summer sessions and intersessions. Only "D" and "F" grades may be eliminated from the computation of the GPA under the Academic Renewal Policy. The student seeking academic renewal must present evidence that the previously recorded work was substandard academic performance and is not reflective of more recently demonstrated academic ability. Evidence of recent academic ability will be determined by one of the following: • 12 semester units with at least a 3.0 GPA • 18 semester units with at least a 2.5 GPA • 24 semester units with at least a 2.0 GPA Work taken in the last semester being petitioned must have been completed at least 24 months prior to the date the academic renewal petition is submitted by the student.

A student may apply for academic renewal a maximum of two times and may only disregard a maximum total of 30 semester units of "D" and "F" coursework taken at Antelope Valley College.

A student must present evidence of recent academic ability at AVC or any other regionally accredited college, determined by one of the following:

12 semester units with at least a 3.0 GPA

18 semester units with at least a 2.5 GPA

24 semester units with at least a 2.0 GPA

Santa Monica College will disregard a selected number of units for classes a student previously completed at SMC in which student's performance was substandard. Students who wish to have previous coursework disregarded must meet the requirements for academic renewal or progress renewal.

Academic Renewal

Academic Renewal is a process designed to facilitate a student's completion of a degree or certificate program — and/or the student's removal from academic probation — by disregarding up to 30 semester units of the student's previous coursework. The student must discuss his or her situation with a counselor and file a petition for academic renewal. Final approval of the petition will be granted by the Admissions Office.

To qualify for academic renewal, the student must meet the following criteria:

1. The student has not previously used petitioned coursework for a degree or certificate from SMC or for IGETC or CSU GE certification; and
2. The coursework to be disregarded is limited to classes where the student received a grade of D (1.0) or F (0.0) and did not subsequently complete the course with a C (2.0) or higher at SMC or at another institution; and
3. The student has completed a minimum of 12 consecutive semester units with a grade of 2.0 at a regionally accredited college or university after having completed the coursework to be disregarded; units must be consecutive and must have begun any time after the coursework to be disregarded; and
4. There must be a lapse of at least six months since the student's completion of the most recent coursework to be disregarded.

All disregarded coursework will remain in the student's permanent record, and the student's transcripts will be annotated to make it readily evident that any disregarded course(s) may not be used to satisfy certificate, degree, or general education requirements.

**SAN FRANCISCO COMMUNITY COLLEGE DISTRICT
ADMINISTRATIVE PROCEDURE MANUAL**

Title: ACADEMIC RENEWAL	Number: AP 6.27
Legal Authority: Title 5 California Code of Regulations Section 55046	

A. A student may petition to have previous substandard college grades of “D” or “F” excluded from grade point average calculations if that work is not reflective of the student’s present level of performance. However, to ensure a true and complete academic record, the permanent academic record will show all of the student’s course work, including excluded classes.

B. A request for academic renewal will be granted under the following conditions:

1. A student must have completed at an accredited college at least 12 degree applicable semester units with a grade point average of at least 3.0, at least 18 degree applicable semester units with a grade point average of 2.5, or at least 24 degree applicable semester units with a grade point average of at least 2.0. These units must be earned subsequent to the last grade of “D” or “F” to be excluded.
2. At least one year must have elapsed since the last “D” or “F” grade to be excluded.
3. A maximum of 24 units can be excluded from the grade point average, and academic renewal will only be granted once.

C. A student’s official transcript will include a notation of when the request for academic renewal was granted.

D. Grades from other accredited institutions may be used to satisfy the requirements of academic renewal.

E. Only courses taken at City College of San Francisco qualify for academic renewal.

F. Once an Associate Degree has been awarded at City College, courses taken prior to the awarding of the degree cannot be excluded.



Academic Renewal Information

Before completing the Academic Renewal Request, make sure to read all of the information below.

RETAIN THIS PAGE FOR YOUR RECORDS

College of the Canyons recognizes that a student's academic record may contain grades that are not reflective of more recently demonstrated academic success. To accurately reflect a student's current success, the District has instituted academic renewal (Board Policy 4240).

WHAT IS ACADEMIC RENEWAL?

Academic renewal is defined as the process by which a student's previously recorded substandard credit coursework is disregarded from the student's cumulative grade point average. Academic renewal at COC is used for calculating the COC GPA. The calculation of a student's GPA using COC coursework for the purpose of admissions at other colleges and universities is subject to that college's or university's policies.

WILL THE SUBSTANDARD GRADES BE REMOVED FROM MY RECORD?

Though academic renewal is granted, all coursework will remain legible on the student's permanent record (transcript), ensuring a true and complete academic history. The student's permanent record will be annotated, however, so that it is readily evident to all users of the records that the "D", "F", "FW" and/or "NP" units have been disregarded from the student's GPA calculation. A transcript code annotation of "8" is reflected on the student's transcript indicating academic renewal was approved.

NOTE: While "NP" is considered a substandard grade, it does not factor into the GPA and is ineligible for academic renewal. Courses with substandard grades that have been repeated at COC with a passing grade are also ineligible for academic renewal as the GPA has already been recalculated to include the repeat.

HOW MANY TIMES CAN I BE APPROVED FOR ACADEMIC RENEWAL AND HOW MANY UNITS CAN I REQUEST FOR ACADEMIC RENEWAL?

College of the Canyons may award academic renewal to a qualifying student a maximum of two times, and may only disregard a maximum total of 24 semester units or 36 quarter units of substandard grades of "D", "F", "FW" and "NP (No Pass)" coursework taken at College of the Canyons.

WHAT IS THE REQUIRED CRITERIA TO BE ELIGIBLE FOR ACADEMIC RENEWAL?

You must meet the following criteria before your request can be processed and approved:

1. A demonstration of recent academic ability must be determined by one of the following:
Students must have achieved a minimum grade point average (GPA) of at least a 3.0 in their last 12 semester units (or 18 quarter units), or at least a 2.5 in their last 18 semester units (or 27 quarter units), or at least a 2.0 in their last 24 semester units (or 36 quarter units), completed at College of the Canyons or any regionally accredited college or university.

If a student qualifies for academic renewal based on college coursework completed at another regionally accredited college or university, the student must first request official transcripts to be sent directly to College of the Canyons Admissions Office prior to submitting an academic renewal request.

2. At least 2 (two) calendar years have elapsed from the time the substandard grade to be disregarded was completed.

VETERANS AND DEPENDENTS/SPOUSES OF VETERANS USING VA BENEFITS

If the courses you are requesting academic renewal for are in a term in which you received VA benefits, you will owe money to the VA. If you have further questions, please meet with a VA Counselor prior to submitting your academic renewal request.

IMPORTANT INFORMATION ABOUT ACADEMIC RENEWAL

- Academic renewal actions are irreversible.
- Academic renewal may not be used to raise the GPA to qualify for graduation with honors.
- Academic renewal is not appropriate for courses that you have repeated and passed.

Example of student who started attending COC because of restrictions related to "Progress Probation". She has 3.750 GPA at COC.

Record Issued [REDACTED]

Student No [REDACTED]

Date of Birth [REDACTED]

Date Issued: 23-MAY-2025
UT14

U N O F F I C I A L Page: 1

Course Level: Undergraduate
First Admit: Summer 2012
Last Admit: Fall 2025

Current Program

Major : Registered Nursing

SUBJ	NO.	COURSE TITLE	CRED	GRD	PTS	R	INSTITUTION INFORMATION CONTINUED:	CRED	GRD	PTS	R	
INSTITUTION CREDIT:							Spring 2014					
							CA 103	Intro to Microcomputers	3.00	W	0.00	
							MOA 101	Beginning Medical Terminology	3.00	W	0.00	
							PSY 101	General Psychology	3.00	W	0.00	
							Ehrs: 0.00	GPA-Hrs: 0.00	QPts: 0.00	GPA: 0.00		
							Good Standing					
							Fall 2022					
							BIOL 101	General Biology	3.00	B	9.00	
							BIOL 101L	General Biology Lab	1.00	B	3.00	
							Ehrs: 4.00	GPA-Hrs: 4.00	QPts: 12.00	GPA: 3.00		
							Good Standing					
							Spring 2023					
							BIOL 201	General Human Anatomy	4.00	A	16.00	
							Ehrs: 4.00	GPA-Hrs: 4.00	QPts: 16.00	GPA: 4.00		
							Good Standing					
							Summer 2025					
							IN PROGRESS WORK					
							PHIL 110	Introduction to Logic	3.00	IN PROGRESS		
							In Progress Credits	3.00				
							Fall 2025					
							IN PROGRESS WORK					
							HIST 108	U.S. History from 1865	3.00	IN PROGRESS		
							In Progress Credits	3.00				

***** CONTINUED ON NEXT COLUMN *****

***** CONTINUED ON PAGE 2 *****

30 units W

SS



Student N



Date of Birth:



Date Issued: 23-MAY-2025
UT14

U N O F F I C I A L

Page: 2

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***** TRANSCRIPT TOTALS *****
TOTAL INSTITUTION   Earned Hrs   GPA Hrs   Points   GPA
                   23.00      11.00    34.00    3.09
TOTAL TRANSFER      0.00       0.00     0.00     0.00
OVERALL              23.00      11.00    34.00    3.09
***** END OF TRANSCRIPT *****

```

Electronically submitted data provided from eTranscriptCA

Complete Transcript Issued 01/11/2025 09:42:00 PM from FICE 008903

REFERENCE ID: O008903-202501112142-20047956525 REQUEST ID: O029030459008903LANTZ



TRANSCRIPT INSTITUTION:

College of the Canyons
26455 Rockwell Canyon Road
Santa Clarita, CA
91355-1899, US

CONTACT: Registrar Office

PHONE: 661-362-3280

EMAIL: admissions@canyons.edu

INST FICE: 008903 INST CEEB:

CDS:

SENDING INSTITUTION:

College of the Canyons
26455 Rockwell Canyon Road
Santa Clarita, CA
91355-1899, US

CONTACT: Registrar Office

PHONE: 661-362-3280

EMAIL: admissions@canyons.edu

INST FICE: 008903 INST CEEB:

CDS:

DISTRICT:

CONTACT:

PHONE:

EMAIL:

INST FICE: INST CEEB:

CDS:

ISSUED TO:

Antelope Valley College

No street address on record

LANCASTER, CA 93536-5426

US

CONTACT: ANTELOPE VALLEY COLLEGE

PHONE: 661-722-6300

EMAIL:

INST FICE CODE: 001113

GENERAL EDUCATION CERTIFICATION

CSU GE			CSU IGETC			UC IGETC		
Area A	N		Area 1	N		Area 1	N	
Area B	N		Area 2	N		Area 2	N	
Area C	N		Area 3	N		Area 3	N	
Area D	N		Area 4	N		Area 4	N	
Area E	N		Area 5	N		Area 5	N	
Amer Hist & Inst	N					Area 6	N	

Y = Certified completed; N = Not completed; P = Completed with pass-along credit from another institution

2016 SPRING Semester 02/08/2016 - 06/02/2016

Course ID	Course Title	Ret	Actn	Cred	Hon	I	Course units	Earned units	Grade points	Grade
HIST 120	Role of Women-History of US GRADE SCALE CODE: 025 Degree Applicable					S	3.00	3.00	6.00	C

TERM TOTALS

	I	Course units	Earned units	Grade points	GPA
Non-cumul for Transcript Inst; All	S	3.00	3.00	6.00	2.000
Cumulative for Combined Inst; All	S	3.00	3.00	6.00	2.000

2016 FALL Semester 08/22/2016 - 12/10/2016

Course ID	Course Title	Ret	Actn	Cred	Hon	I	Course units	Earned units	Grade points	Grade
COUNS 070	Dist Learn & Strategy Success GRADE SCALE CODE: 530 Degree Applicable					S	0.00	1.00	0.00	P

TERM TOTALS

	I	Course units	Earned units	Grade points	GPA
Non-cumul for Transcript Inst; All	S	0.00	1.00	0.00	0.000
Cumulative for Combined Inst; All	S	3.00	4.00	6.00	2.000

2017 SPRING Semester 02/06/2017 - 06/01/2017

Course ID	Course Title	Ret	Actn	Cred	Hon	I	Course units	Earned units	Grade points	Grade
SOCI 101	Introduction to Sociology GRADE SCALE CODE: 509	R				S	3.00	0.00	0.00	FW

Course ID	Course Title	Rpt	Actn	Cred	Hon	I	Course units	Earned units	Grade points	Grade
BIOSCI 202	Intro to Human Physiology GRADE SCALE CODE: 025 Degree Applicable					S	4.00	4.00	16.00	A
TERM TOTALS						I	Course units	Earned units	Grade points	GPA
Non-cumul for Transcript Inst; All						S	4.00	4.00	16.00	4.000
Cumulative for Combined Inst; All						S	32.00	34.00	118.00	3.690
2024 SUMMER Semester 06/03/2024 - 08/17/2024										
Course ID	Course Title	Rpt	Actn	Cred	Hon	I	Course units	Earned units	Grade points	Grade
DANCE 100	Dance Appreciation GRADE SCALE CODE: 025 Degree Applicable					S	3.00	3.00	12.00	A
TERM TOTALS						I	Course units	Earned units	Grade points	GPA
Non-cumul for Transcript Inst; All						S	3.00	3.00	12.00	4.000
Cumulative for Combined Inst; All						S	35.00	37.00	130.00	3.710
2024 FALL Semester 08/19/2024 - 12/07/2024										
Course ID	Course Title	Rpt	Actn	Cred	Hon	I	Course units	Earned units	Grade points	Grade
BIOSCI 221	Introduction to Microbiology GRADE SCALE CODE: 025 Degree Applicable					S	5.00	5.00	20.00	A
TERM TOTALS						I	Course units	Earned units	Grade points	GPA
Non-cumul for Transcript Inst; All						S	5.00	5.00	20.00	4.000
Cumulative for Combined Inst; All						S	40.00	42.00	150.00	3.750
2025 SPRING Semester 02/10/2025 - 06/05/2025										
Course ID	Course Title	Rpt	Actn	Cred	Hon	I	Course units	Earned units	Grade points	Grade
ENGL 103	Critical Read/Writ/Thinking GRADE SCALE CODE: 500 Degree Applicable					S	3.00	0.00	0.00	IP
TERM TOTALS						I	Course units	Earned units	Grade points	GPA
Non-cumul for Transcript Inst; All						S	0.00	0.00	0.00	0.000
Cumulative for Combined Inst; All						S	40.00	42.00	150.00	3.750
INSTITUTION TOTALS:						I	Attempt units	Earned units	Grade points	GPA
Cumulative for Transcript Inst; All						S	40.00	42.00	150.00	3.750
Cumulative for Combined Inst; All						S	40.00	42.00	150.00	3.750

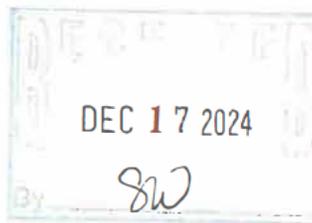
--- END OF COLLEGE ACADEMIC RECORD ----- END OF COLLEGE ACADEMIC RECORD ----- END OF COLLEGE ACADEMIC RECORD ---

GRADE SCHEME								
Grade	Scoring	Grade	National	Counts toward cumulative			Effective	
		Points	Scale Code	Attempted	Earned	Gradopts	From	To
A	Excellent	4.000	025	Y	Y	Y	01/01/1901	01/01/2999
B	Above Average	3.000	025	Y	Y	Y	01/01/1901	01/01/2999
C	Average	2.000	025	Y	Y	Y	01/01/1901	01/01/2999
D	Passing	1.000	025	Y	Y	Y	01/01/1901	01/01/2999
F	Failing	0.000	025	Y	N	Y	01/01/1901	01/01/2999
I	Incomplete	0.000	505	N	N	N	01/01/1901	01/01/2999
IP	In Progress	0.000	500	N	N	N	01/01/1901	01/01/2999
W	Withdrawal	0.000	506	N	N	N	01/01/1901	01/01/2999
RD	Report Delayed	0.000	513	N	N	N	01/01/1901	01/01/2999
CR	Credit	0.000	062	N	N	N	01/01/1901	01/01/2999
NC	No Credit	0.000	062	N	N	N	01/01/1901	01/01/2999
MW	Military Withdrawal	0.000	506	N	N	N	01/01/1901	01/01/2999
FW	Failure to Withdrawal	0.000	025	Y	N	Y	01/01/1901	01/01/2999
NP	No Pass	0.000	062	N	N	N	01/01/1901	01/01/2999
P	Pass	0.000	062	N	N	N	01/01/1901	01/01/2999
TR	Transfer Word	0.000	062	N	N	N	01/01/1901	01/01/2999
NG	No Grade	0.000	062	N	N	N	01/01/1901	01/01/2999
EW	Excused Withdrawal	0.000	506	N	N	N	01/01/1901	01/01/2999

LEGEND OF COURSE DATA

CAREER CARE INSTITUTE-LANCASTER
 43770 15th St. West, Suite 115
 LANCASTER, CA. 93534
 (661) 942-6204
 www.ccicolleges.edu

ACADEMIC TRANSCRIPT



Program Of Study: [4] VOCATIONAL NURSING (Start: 09/11/2017)

Degree: CERTIFICATE/DIPLOMA > 2 YRS

Transferred Hours: 000:00

Status: Graduated (Date: 01/07/2019)

Code	Subject		Date Completed	Earned CLHR	Letter Grade	GPA
	Title					
L1 -Pharm	Vocational Nursing	Level I - Pharmacology	09/11/2017	27.00	C+	
L1-C	Level I - Clinical		09/11/2017	240.00	A+	
L1-Fund	Vocational Nursing	Level I - Fundamentals	09/11/2017	120.00	C	
L2-A&P	Vocational Nursing	Level LII - Anatomy and Physiology	01/15/2018	24.00	C+	
L2-C	Level II- Clinical		01/15/2018	240.00	A	
L2-MS	Vocational Nursing	Level II- Medical Surgical	01/15/2018	89.00	C	
L2-Pharm	Vocational Nursing	Level II- Pharmacology	01/15/2018	34.00	C+	
L3-A&P	Vocational Nursing	Level III- Anatomy & Physiology	05/14/2018	30.00	B	
L3-C	Level III Clinical		05/14/2018	240.00	A	
L3-MS	Vocational Nursing	Level III - Medical Surgical	05/14/2018	84.00	B+	
L3-Pharm	Vocational Nursing	Level III- Pharmacology	05/14/2018	32.00	A-	
L4-C	Level IV-Clinical		09/03/2018	256.00	A+	
L4-G&D	Vocational Nursing	Level IV - Growth and Development	09/03/2018	30.50	A-	
L4-Lead	Vocational Nursing	Level IV - Leadership	09/03/2018	23.00	B+	
L4-MH/OB	Vocational Nursing	Level IV- Mental Health & OB	09/03/2018	59.50	C+	
L4-Peds	Vocational Nursing	Level IV - Pediatrics	09/03/2018	35.00	B+	
Enrollment Total				1564.00		3.41
Cumulative Total				1564.00		3.41

(*) on subject name - Denotes subject is not included in computation of GPA.

Not Official Transcript Without School Seal

Registrar

Date of Issue

San Joaquin Valley College - Lancaster

Date: 11/12/2022

Page 1 of 2

42135 10th Street West, Suite 147
Lancaster, CA 93534

Student: [REDACTED] Student [REDACTED] D [REDACTED] Original Start Date: 8/18/2014 Student GPA: 2.49

Course Code	Course Description	Credits Attempted	Credits Earned	Grade	Quality Points
Program: Clinical and Administrative Medical Assisting A S Degree					
Enrollment #: LA14061604		Status: Graduate			
Start Date: 08/18/14		Grad Date: 10/16/2015			
<hr/>					
Term: 140818	August 18, 2014		08/18/14		09/19/14
MAP115	Pharmacology and Medication Administration	5.00	5.00	A	20.00
		5.00	5.00		20.00
Term GPA: 4.00		Cum GPA: 4.00			
Dean's List; Perfect Attendance Award					
<hr/>					
Term: 140922	September 22, 2014		09/22/14		10/24/14
HCP101	Structural Anatomy and Terminology	3.00	3.00	C	6.00
HCP202	Microsoft Office for Health Care Professionals	3.00	3.00	C	6.00
		6.00	6.00		12.00
Term GPA: 2.00		Cum GPA: 2.91			
<hr/>					
Term: 141027	October 27, 2014		10/27/14		11/26/14
HCP103	Foundational Office Skills	2.00	2.00	C	4.00
HCP203	Medical Office Management	3.00	3.00	B	9.00
		5.00	5.00		13.00
Term GPA: 2.60		Cum GPA: 2.81			
HIPAA Certificate					

Course Code	Course Description	Credits Attempted	Credits Earned	Grade	Quality Points
<hr/>					
Term: 141201	December 1, 2014		12/01/14		01/09/15
MAP105	Laboratory Procedures	5.00	5.00	B	15.00
		5.00	5.00		15.00
Term GPA: 3.00		Cum GPA: 2.86			
<hr/>					
Term: 150112	January 12, 2015		01/12/15		02/13/15
HCP102	Body System Anatomy and Terminology	3.00	3.00	C	6.00
MTH121	College Algebra - Part A	3.00	3.00	C	6.00
		6.00	6.00		12.00
Term GPA: 2.00		Cum GPA: 2.67			
<hr/>					
Term: 150217	February 17, 2015		02/16/15		03/20/15
ENG121	Composition and Reading - Part A	3.00	3.00	D	3.00
SOC001	Introduction To Sociology	3.00	3.00	D	3.00
		6.00	6.00		6.00
Term GPA: 1.00		Cum GPA: 2.36			
<hr/>					
Term: 150323	March 23, 2015		03/23/15		04/24/15
MAP125	Clinical Procedures	3.00	3.00	A	12.00
NSC001	Introduction to the Natural Sciences	3.00	3.00	C	6.00
		6.00	6.00		18.00
Term GPA: 3.00		Cum GPA: 2.46			

** Indicates Retaken Course
R* Indicates Retaken Override

Indicates Pass/Fail Course
◆ Indicates Associated Course

San Joaquin Valley College

Founded in 1977

Campus Locations

ATASCADERO

8845 El Camino Real
Atascadero, CA 93422
TEL: (805) 470-7130

FRESNO - TEC

2665 N. Air Fresno Drive
Fresno, CA 93727
TEL: (559) 453-0123

ONLINE

8344 W. Mineral King Ave
Visalia, CA 93291
TEL: (559) 734-7582

SANTA MARIA

303 Plaza Drive
Santa Maria, CA 93454
TEL: (805) 608-3104

AVIATION

4985 E. Andersen Ave
Fresno, CA 93727
TEL: (559) 453-0123

HANFORD

215 W. 7th Street
Hanford, CA 93230
TEL: (559) 584-8840

ONTARIO

**Prior to 9/12/2013: Rancho Cucamonga*
4580 Ontario Mills Parkway
Ontario, CA 91764
TEL: (909) 948-7582

TEMECULA

27270 Madison Ave
Temecula, CA 92590
TEL: (951) 296-6015

BAKERSFIELD

201 New Stine Rd
Bakersfield, CA 93309
TEL: (661) 834-0126

HESPERIA

9331 Mariposa Rd
Hesperia, CA 92344
TEL: (760) 948-1947

PORTERVILLE

314 N. Main Street
Porterville, CA 93257
TEL: (559) 853-4114

VISALIA

8344 W. Mineral King Ave
Visalia, CA 93291
TEL: (559) 651-2500

BAKERSFIELD NORTH

5300 California Ave
Bakersfield, CA 93309
TEL: (661) 834-0126

LANCASTER

42135 10th Street West
Lancaster, CA 93534
TEL: (661) 974-8282

RANCHO CORDOVA

11000 Olson Drive, Ste 100
Rancho Cordova, CA 95670
TEL: (916) 638-7582

DELANO

1920 Cecil Avenue
Delano, CA 93215
TEL: (661) 778-1145

MADERA

2185-J West Cleveland Ave
Madera, CA 93637
TEL: (559) 302-1134

RANCHO MIRAGE

34275 Monterey Avenue
Rancho Mirage, CA 92270
TEL: (442) 305-7701

FRESNO

295 E. Sierra Ave
Fresno, CA 93710
TEL: (559) 448-8282

MODESTO

5380 Pirrone Rd
Salida, CA 95368
TEL: (209) 543-8800

SAN DIEGO

**Campus closed 11/2016*
333 H Street
Chula Vista, CA 91910
TEL: (619) 426-7582

www.sjvc.edu

Units rewarded at San Joaquin Valley College are semester units, unless quarter units are indicated in the College Catalog.

BACHELOR OF SCIENCE DEGREE REQUIREMENTS

Students receiving a Bachelor of Science Degree must satisfactorily complete a minimum of one hundred and twenty (120) semester units of lower and upper division college level coursework.

ASSOCIATE OF SCIENCE DEGREE REQUIREMENTS

Students receiving an Associate of Science Degree must satisfactorily complete a minimum of sixty (60) semester units of lower division college level coursework.

GRADING SYSTEM

PERCENTAGE

90%-100%
80%-89%
70%-79%
65%-69%
Below 65%

SYMBOL

A
B
C
D
F
CR/P
NC
I
W
WN
R
T

DEFINITION

Excellent
Good
Satisfactory
Pass, less than satisfactory
Fail
Pass, satisfactory
Attempted, failed
Incomplete
Withdrawal
Withdrawn, not attempted
Course Repeated
Transfer Credit

GRADE POINTS

4.0 grade points per unit
3.0 grade points per unit
2.0 grade points per unit
1.0 grade point per unit
0.0 grade points per unit
0.0 grade points, credit awarded
0.0 grade points, no credit awarded
0.0 grade points, credit upon completion
0.0 grade points, no credit awarded
0.0 grade points, no credit awarded
Credit awarded on successful completion
0.0 grade points, accepted for transfer credit

THIS IS TO CERTIFY THAT THIS IS A TRUE COPY OF
OFFICIAL RECORDS. STUDENT IS IN GOOD STANDING
UNLESS OTHERWISE INDICATED.

Chiyeme N. Reyes

Office of the Registrar

Curriculum Process Revision 2.0 Proposal

Jonathan Compton



Curriculum Workflows

Number of currently used workflows for courses - 7

Course creation

Non-substantial course revision

Substantial course revision

Noncredit Course creation

Noncredit Non-substantial course revision

Noncredit Substantial course revision

Course deactivation

Number of currently used workflows for programs - 5

Program creation

Program revision

Noncredit program creation

Noncredit program revision

Program deactivation

Curriculum Workflows

Sample Current Course	Sample Current Program	Proposed for All
1. Faculty Originator	1. Faculty Originator	1. Faculty Originator
2. AO, Dean, and Librarian	2. Dean	2. Discipline Review (one week) All faculty in discipline (transparency)
3. Outcomes, Tech Review, and Tech Review Chair	3. Tech Committee	3. Dean
4. AP&P Committee	4. Counselor and AO	4. Tech Committee, AO, Counselors, Curriculum Specialist, and Librarian
5. AP&P Agenda	5. Outcomes, Tech Review, and Tech Review Chair	5. AP&P Committee (VPAA included*)
6. VPAA	6. AP&P Committee	6. VPAA, Faculty Senate and Board
7. Senate, Board, and COCI	7. AP&P Agenda	7. COCI, Catalog, and Banner
	8. VPAA	
	9. Senate, Board, and COCI	

Step by Step Workflow

Step 1 - Faculty Origination (launch)

- Submitted by end of March
- Course
 - Special Considerations
 - Transfer
 - CTE
 - Noncredit
- Program
 - Special Considerations
 - ADT
 - Certificate
 - CTE
 - Noncredit

Step by Step Workflow

Step 2 - Discipline Review (review and comment only)

- All other faculty in the discipline can review and comment on Curriculum that has been launched in the system by the originator
- Review period is 7 days for all proposals
- Curriculum system will automatically move all courses forward after the 7-day review period
- Review entire proposal
- Comment in system

Step by Step Workflow

Step 3 – Dean Review (review and send back rights)

- Student benefit
 - The curriculum is part of a career, transfer, and/or workforce education program that advances economic and social mobility (AVC Mission Statement). NOTE: For degrees and certificates without a goal of transfer, review Labor Market Data and Advisory Committee minutes for evidence of regional demand and/or the ability of students to earn a living wage after completing the degree or certificate.
- Scheduling
 - “The college must commit to offering all required courses for the program at least once every two years, unless the program goals and rationale for the particular program justify or support a longer time frame as being in the best interests of students” (PCAH 8th Edition, p. 27). NOTE: There may be specific considerations needed based on the type of course (e.g. work experience internships, independent study, etc.)
- Faculty availability
- Resources
 - Equipment, facilities, or other needed resources are available (or will be available) to offer the curriculum. Note: Future availability of resources formally planned (e.g. included in the Educational Master Plan) can be referenced if resources are not currently available
- Review discipline feedback from step 2
 - Review comments made by discipline faculty. If needed, schedule a meeting with discipline faculty to reconcile any comments needed
 - Deans have the opportunity to send proposals back to the originator for revisions and suggestions based upon their individual reviews, and/or comments made by discipline faculty and the coordinator. Once the originator makes revisions, those revisions will be sent back to the Dean for re-review and approval.

Step by Step Workflow

Step 4a – Tech Review Committee (review and comment)

- Includes AO, Counselors, Librarian, Curriculum Specialist
 - Compliance
 - CB data elements, COR elements, Title V §55002
 - Articulation considerations
 - Library resources
 - Textbook / OER
 - Grammar and typos
 - Formatting
 - SLO / PLO review
 - Program mapping
 - Program narrative

Step 4b – Curriculum Specialist (review and send back rights)

- Compile comments from tech review
 - Send for revisions
 - Schedule meetings with originator
 - Administrative tasks
- Forward proposals to AP&P committee when a proposal is addressed

Step by Step Workflow

- Step 5 – AP&P Committee (review and send back rights)
 - Rationale
 - Ensure clear objectives
 - Alignment between course content, objectives, description, assignments, and title
 - IDEAA
 - Review requisites
 - Limitations
 - Review LMI and Advisory minutes

Step by Step Workflow

- Step 6 – VP of AA, Academic Senate, and Board
 - Review and approve

Step by Step Workflow

- Step 7 – COCI, Catalog, and Banner
 - Submit
 - Receive results
 - Ensure Banner is updated to reflect revisions or creation
 - Prepare and complete catalog updates

Timeline Update

- Need to develop a more consistent/efficient process for revisions
- All curricular processes will be done in time frames throughout the school year
- Division alignment will occur to the best of our ability based on 2yr/4yr cycles
- Maintain CTE revision requirements
- Special cases and new development can occur anytime workflows are open

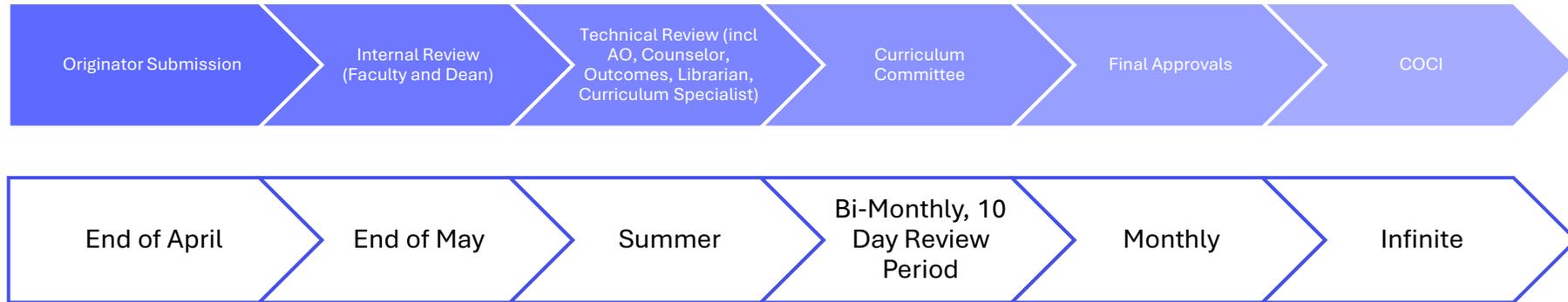
Timeline Update



- For each discipline, ALL courses and programs will be submitted for each cycle
 - e.g. ABDY will submit ALL courses and programs for revision in Year 1, Year 3, Year 1
 - e.g. MATH will only submit ALL courses and programs in Year 1
- New courses or programs can be submitted at anytime
- Any needed revisions can occur off cycle, but when that discipline's cycle returns that revision will have to be redone with all others in the cycle to maintain consistency

AIAA	Arts and Humanities	Health and Safety Sciences	Language and Communication Arts
Advanced Manufacturing	Arts and Humanities	EMT	Communication Studies
Aircraft Fabrication	Dance	Fire Tech	English
Airframe Manufacturing	Digital Media	FTW	English as a Second Language
Auto Body	Film and Television	Health	Spanish
Automotive	Music	KINF	German
Aviation Maintenance	Photography	KINT	French
Electrical	Theatre	Medical Office Assisting	Chinese
Electronics	Music - Commercial	Nursing	Deaf Studies
HVAC	Photography - Commerical	Nutrition	Journalism
Welding		Recreation	Interpreter
ALM		Respiratory Care	Latin
ANDI		Radiologic Tech	Reading
IMTA		Vocational Nursing	
MSAM		IATH	
		ATH	
Math, Science, and Engineering	Social and Behavioral Sciences 1	Social and Behavioral Sciences 2	Other
Astronomy	Accounting	Political Science	Library
Biology	Administration of Justice	Real Estate	Human Development
Chemistry	Anthropology	Psychology	Learning Center
Computer Science	Business	Sociology	
Earth Science	Child and Family Education	Business Information Professional	
Engineering	Computer Applications	Paralegal	
Geography	Economics		
Geology	Education		
Math	Ethnic Studies		
Physical Science	History		
Physics	Management		
Water Treatment	Marketing		
Statistics	Philosophy		
Artificial Intelligence Education			

Workflow Timeline Option 1



Originator (end of April)

- Deans and Coordinators are directly informed in the fall that the cycle for their areas begins in November. Specialist and/or Chair sends emails and reminders November-April.

Internal Review (end of May)

- Use technology in CMS to move proposal forward automatically after 7 days for Discipline Faculty. Chair and Curriculum Specialist nudges Deans for their approval by end of May.

Technical Review (June-July)

- Tech Review takes place June-July. Faculty receive FPD compensation for their hours.
 - Each tech reviewer has defined roles and responsibilities to streamline their work.
 - The Chair and Curriculum Specialist determines and organizes the curriculum review and approvals for the academic year. The March deadline & summer Tech Review allows for a predictable, yet flexible, projection.
 - The Chair and Curriculum Specialist meets with faculty in August to go over technical review revisions if needed.

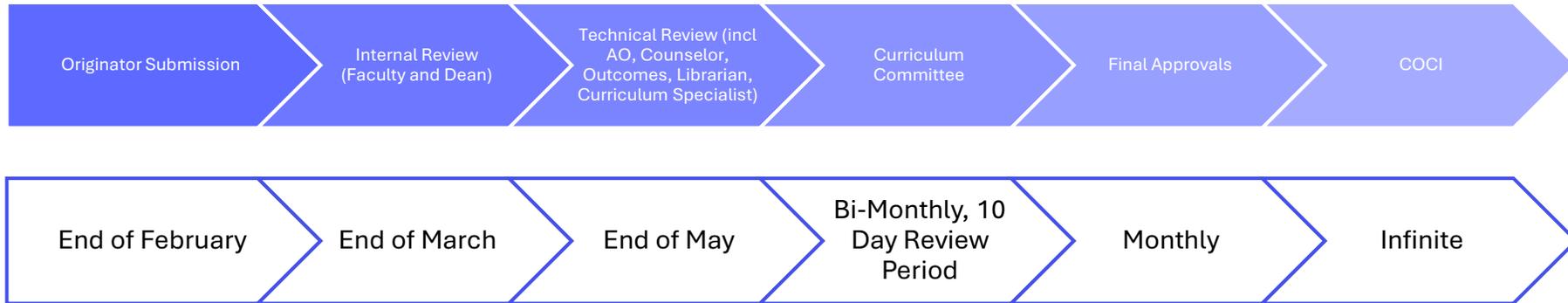
Curriculum Committee (10 days before each meeting)

- With predetermined agendas and all curriculum read before Curriculum meetings, the Specialist uses the CMS to create queues for the committee who now have 10 days to read. Chair and Curriculum Specialists review committee comments before each curriculum meeting and meets with faculty as needed.

Final Approvals (monthly)

- All curriculum approved at a curriculum meeting is forwarded to Academic Senate and the Governing Board monthly. Final curriculum approval of the Catalog is February to allow for April publication

Workflow Timeline Option 2



Originator (end of February)

- Deans and Coordinators are directly informed in the fall that the cycle for their areas begins in October. Specialist and/or Chair sends emails and reminders October - February.

Internal Review (end of March)

- Use technology in CMS to move proposal forward automatically after 7 days for Discipline Faculty. Chair and Curriculum Specialist nudges Deans for their approval by end of March.

Technical Review (April-May)

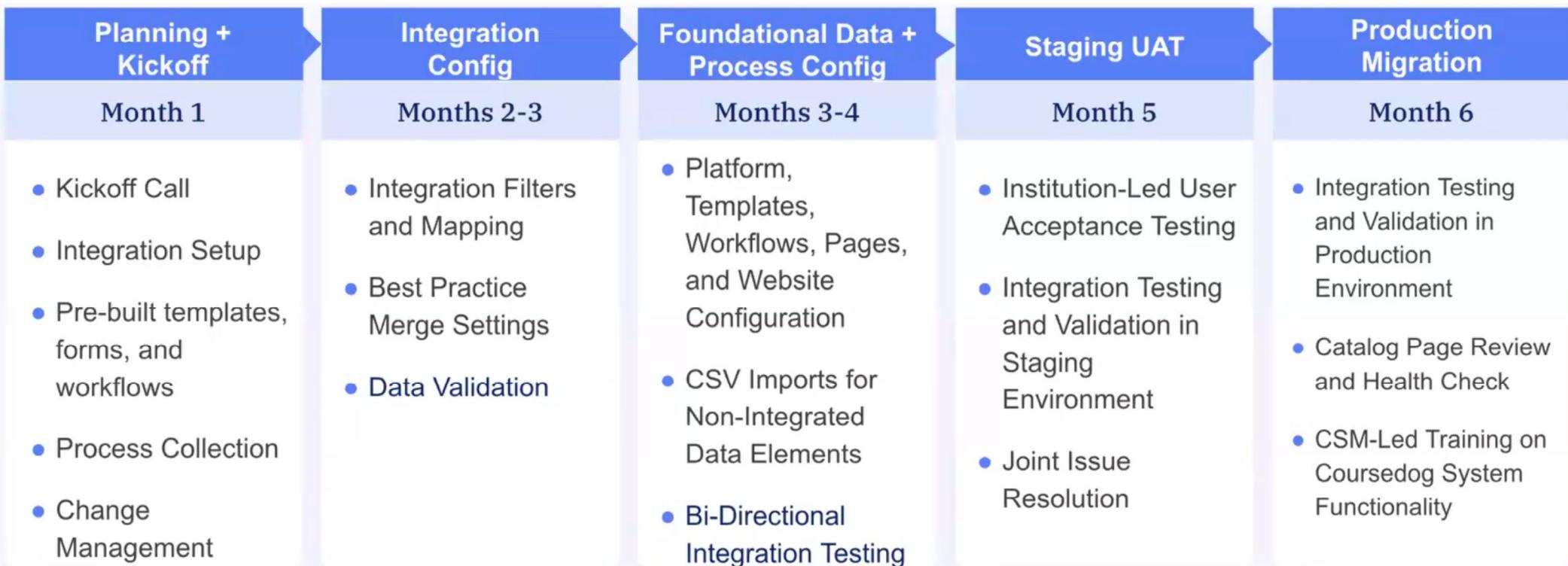
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API and Integration Activities

Training



TO: Chief Executive Officers
Chief Instructional Officers
Chief Student Services Officers
Academic Senate Presidents
Articulation Officers
Curriculum Specialists

FROM: James Todd, Vice Chancellor of Academic Affairs

RE: Regulatory Revisions to Course Outline of Record

The purpose of this memorandum is to provide guidance regarding the implementation of the Board of Governor’s regulatory revisions to the Course Outline of Record requirements. This action was formally filed with the Office of Administrative Law and the California Secretary of State on September 24, 2025. The regulation becomes effective 30 days from the filing date on October 24, 2025. Pursuant to California Code of Regulations, section 52010, community college districts have 180 days from the effective date—April 22, 2026—to conform their local policies and procedures to the new requirements; as a result, colleges need to begin the process of implementing the regulatory revisions as part of their local review process. Full implementation and complete updates in the Chancellor’s Office Curriculum Inventory (COCI) system is required by Fall 2030.

Background

On January 14, 2025, following a broad systemwide consultation process, the California Community Colleges Board of Governors approved regulatory action regarding the Course Outline of Record. These regulatory changes were shaped by the California Community Colleges Curriculum Committee (5C), which prioritized Vision 2030–aligned practices for both credit and noncredit instruction. A working group developed a framework of principles and promising practices for discipline faculty, curriculum committees, and local academic senates to strengthen the design of course outlines and ensure district curriculum processes reflect innovation, inclusivity, and equity.

The course outline of record (COR) is one of the most significant documents in our system. It defines, in broad but essential terms, the structure and expectations of a course—what students will learn, how learning will be measured, and the academic standards that apply. While faculty retain full academic freedom in how they teach the course content, the COR provides the

Regulatory Revisions to Course Outline of Record

October 7, 2025

foundation of consistency, transparency, and accountability. These amendments affirm the role of the COR as a living document that both safeguards rigor and reflects our collective commitment to equitable student success.

The [regulatory revisions](#) also align with recent legislative priorities, including Assembly Bill 1705 (2022), which requires colleges to maximize student completion of transfer-level math and English, and Assembly Bill 1111 (2021), which establishes a common course numbering system to ease student mobility across colleges. Together, the regulatory and legislative changes form a coherent vision for student-centered curriculum that is accessible, transparent, and equitable.

Regulatory Provisions and Key Changes

Curriculum Committees as Stewards of Equity and Inclusion (§ 55001). For the first time, Title 5 charges curriculum committees with embedding equity and accessibility into the curriculum approval process. Committees must adopt written procedures ensuring that every course outline describes approaches that will engage diverse student populations and advance equitable outcomes. Also, the committee ensures there is a process that reflects the principles of Universal Design for Learning (UDL), providing multiple means of representation, engagement, and expression.

A Strengthened and Publicly Accessible Course Outline of Record (§ 55001.5). The new section 55001.5 clearly defines the COR as the official, publicly available record of a course, underscoring its role in transparency and accountability. The regulation requires CORs to include a comprehensive set of elements: title, catalog description, outcomes and objectives, units and hours (including contact hours, outside-of-class work, and total student learning hours), discipline assignment, and representative instructional materials. Notably, instructional materials should include consideration of open educational resources (OER) that meet accessibility standards. The COR must also provide representative descriptions of inclusive pedagogical approaches faculty may use to engage and support diverse learners.

- To support implementation, [districts may use Common Course Numbering funds for necessary updates to local curriculum systems and processes](#).
- In addition, [all COR information must now be directly entered into the Chancellor's Office Curriculum Inventory \(COCI\)](#)—document uploads are no longer permitted. This shift reinforces statewide consistency and supports cleaner reporting.
- To aid implementation, the Ninth Edition of the Program and Course Approval Handbook (PCAH) will be released in Spring 2026, offering detailed guidance and best practices.

Modernized Standards for Credit, Noncredit, and Community Services Courses (§ 55002). The revisions to section 55002 streamline and modernize the standards that govern credit and

Regulatory Revisions to Course Outline of Record

October 7, 2025

noncredit courses. For credit courses, learning must now be demonstrated through multiple, authentic means—including written work, projects, problem-solving, and skills demonstrations—ensuring that assessment reflects the diversity of students’ learning styles and strengths. The regulation now requires CORs to include explicit accounting of instructional and outside-of-class hours, directly aligned to credit awards under section 55002.5. Importantly, updated language regarding “basic skills.”

For noncredit courses, the revised standards strengthen consistency by requiring CORs to specify subject matter, methodology, assignments or activities, and methods of evaluation, all taught by qualified instructors.

Advancing Success and Equity

Taken together, these changes signify more than regulatory housekeeping—they reflect a vision of curriculum that is inclusive by design and transparent in practice. By requiring course outlines to highlight equity-minded approaches, mandating UDL accessibility, and ensuring public availability of CORs, the regulations affirm that every student, regardless of background, has the right to a learning environment designed for their success.

These revisions encourage faculty innovation and academic freedom while removing structural barriers that have historically hindered students, particularly those from disproportionately impacted communities. They call upon colleges to view the COR as a living commitment to equity, rigor, and opportunity. By aligning curriculum standards with recent legislative changes, the regulations also strengthen pathways to degree completion, transfer, and workforce readiness.

Next Steps for Colleges and Districts

- **Revise curriculum committee procedures** to reflect the new equity, inclusion, and UDL language of § 55001.
- **Update COR templates and catalog systems** to include all elements required by § 55001.5, including representative descriptions of inclusive teaching approaches, and ensure that all CORs are publicly accessible.
- **Directly input COR information into COCI**, as uploads are no longer permitted; allocate Common Course Numbering funds for necessary local work and system updates.
- **Review local board policy** on credit-hour calculations to ensure consistency with § 55002.5 and confirm this alignment through annual certification.
- **Train curriculum personnel**—faculty, administrators, and staff—on the revised regulations and the Chancellor’s Office Program and Course Approval Handbook.
- **Ensure prompt and accurate reporting** of approved courses to COCI and MIS.

- **Align enrollment practices** with § 55003 and § 58106, ensuring that prerequisites and limitations on enrollment are validated fairly and equitably.

Conclusion

The revised regulations remind us that curriculum is at the heart of equity. Each course outline we design, review, and approve is more than a technical record—it is an invitation to students, a promise of belonging, and a pathway to success. By embedding inclusive practices, requiring accessibility, and affirming transparency, these Title 5 revisions ensure that our colleges continue to be places where every student can thrive.

The Chancellor’s Office looks forward to supporting faculty, curriculum committees, and administrators in bringing these changes to life. Together, we can ensure that the Course Outline of Record is not only a compliance requirement but also a symbol of our shared values: access, equity, and excellence in student learning.

cc: Sonya Christian, Chancellor
Rowena Tomaneng, Deputy Chancellor
Chris Ferguson, Executive Vice Chancellor of Finance and Strategic Initiatives
John Hetts, Executive Vice Chancellor for Research, Analytics and Data

Appendix A: Brief Summary of Regulatory Changes

Approved regulatory changes may be found in their entirety [here](#).

Section	Summary
§ 55001. Curriculum Committee	<ul style="list-style-type: none">• New Sub Section• Details the role of the curriculum committee

Regulatory Revisions to Course Outline of Record
October 7, 2025

<p>§ 55001.5. Course Outlines of Record.</p>	<ul style="list-style-type: none">• Separated from §55002.0• Additional requirements added specific to Common Course Numbering• Removed Basic Skills Requirements;• Amended language from Prerequisites and Corequisites to Enrollment Requirements and included enrollment limitations;
<p>§ 55002. Standards and Criteria for Courses</p>	<ul style="list-style-type: none">• Combined Degree-applicable and nondegree applicable sections to eliminate redundancy and• Added language to nondegree applicable courses section to credit and noncredit sections in order reflect AB 705/1705 requirements and guidance.
<p>§ 55100. Credit Course Approval.</p>	<ul style="list-style-type: none">• Clean up language