



Chabot-Las Positas Community College District

Chancellor's Council

Tuesday, October 13, 2020

3:00 p.m. – 4:30 p.m.

ConferZoom

Meeting Minutes

Present: Ron Gerhard, Miguel Colon, Dave Fouquet, Dyrell Foster, David Rodriguez, Sarah Thompson, Rachel Ugale, Chasity Whiteside, Yvonne Wu Craig

Guests: Theresa Fleischer Rowland, Bruce Griffin, Craig Kutil

Chancellor RGerhard called the meeting to order at 3:00 p.m.

I. Review and Approval of the September 8, 2020 Meeting Minutes

The September 8, 2020 meeting minutes are approved as presented. **(Colon/Ugale) Fouquet abstained.**

II. Board Policies/Administrative Procedures (standing item)

a. First Reading

RGerhard stated that these board policies and procedures are presented to council for a first reading. The background materials are included with the agenda. These first readings are meant to be taken to your constituencies for feedback. Any comments or questions from council members on these first readings?

1. AP 6750 Parking

It was asked if the board policy is also being reviewed. RGerhard stated that there was an error on the agenda, and it should state AP, not BP. The only addition to the procedure includes a statement that the district is not responsible for damage, theft or loss to vehicles parked on district premises.

2. BP 4230 Grading & Academic Record Symbols

3. AP 4230 Grading & Academic Record Symbols

4. BP 4231 Grade Changes

5. AP 4231 Grade Changes

6. BP 4232 Pass/No Pass

7. AP 4232 Pass/No Pass

8. AP 4236 Advanced Placement Credit

CKutil asked about AP 4236 because this is kind of being subsumed into the credit for prior learning one. At some point, is this going to be tied to the board policy?

TFleischerRowland mentioned that we are following the leagues template from the subscription service. We did not have it before. It was legally required as of fall 2017. This could be a discussion we could undertake as a council, but for now we are suggesting it. RGerhard stated that this would go back to both Academic Senates.

9. BP 4240 Academic Renewal**10. AP 4240 Academic Renewal****11. BP 4250 Probation, Dismissal & Readmission****12. AP 4250 Probation, Dismissal & Readmission****13. BP 4260 Prerequisites and Co-Requisites****14. AP 4260 Prerequisites and Co-Requisites**

DRodriguez commented on the possibility of revising the schedule for BPs and APs. Is there any additional information? TFleischerRowland discussed the schedule for chapter 4 will be complete by the end of the December. Chapter 5 will be started in January and go through spring and fall of 2021. Chapter 4 was gone through sequentially, but more urgent policies and procedures will have priority in Chapter 5.

b. Second Reading**1. BP 2100 Board Elections****2. AP 4102 Career and Technical Education Programs****3. AP 4103 Work Experience****4. BP 4104 Contract Education****5. AP 4104 Contract Education****6. BP 4105 Distance Education****7. AP 4105 Distance Education****8. BP 4110 Honorary Degrees****9. BP 4220 Standards of Scholarship****10. AP 4222 Remedial Coursework****11. BP 4225 Course Repetition****12. AP 4225 Course Repetition**

CKutil made some changes to AP 4225, which subsumed APs 4227, 4228, 4229. It is simplified by having them together. One of the issues is active participatory courses, which are physical activity, and the visual arts performing arts. It still had the language pre-changes to repetition, which states that one could take any physical activity course up to four times, which is not correct. The language from the Chancellor's Office white paper was used in the correction, where it talks about the limitation. The difference for music courses, from active participatory courses, is that some may meet major requirements for the CSU or UC for a bachelor's degree. The other three APs were included in order rather than mentioning to look at another AP. There was an addition of military withdrawal. If they withdrew from a course for a

reason, they would be able to come back and reenroll if they provide verification.

KCostello mentioned that Council's version with the deletion of the NC and NP is not shown in CKutil's version. RUGale mentioned that FW is a failing withdrawal, and it is not initiated by faculty. DRodriguez mentioned it has shown up during one term over the last 5 years, but appears to have been corrected. SThompson stated that the FW is what faculty can give students that stop showing up but do not actually withdraw, i.e. the student has abandoned the course. We do not give FWs, we just give Fs. RUGale mentioned it was added in Banner in 2001.

RGerhard stated that CKutil's version of AP 4225 is more of a consolidation. CKutil mentioned that he added language and changes to participatory courses and military withdrawal. RGerhard asked that the APs 4225, 4227, 4228, 4229 be taken off the table for a second reading and sent back to the senates for review. It is encouraged to ask the senates if the FW is something they would want. KCostello will send the updated version out to Council for additional review.

- 13. BP 4226 Multiple and Overlapping Enrollments**
- 14. AP 4226 Multiple and Overlapping Enrollments**
- 15. AP 4227 Repeatable Courses**
- 16. AP 4228 Course Repetition – Significant Lapse of Time**
- 17. AP 4229 Course Repetition – Variable Units**
- 18. BP 4235 Credit for Prior Learning**
- 19. AP 4235 Credit for Prior Learning**

RGerhard stated that items BP and AP 4225, AP 4227, AP 4228, and AP 4229 will not move forward for approval. The remaining second reading agenda items are 1-10 and 13, 14, 18 and 19. SThompson mentioned that LPC's Academic Senate is voting on BP and AP 4235 tomorrow. KCostello asked if there is a reason why BP and AP 4235 must be rushed to go to October board instead of November board. RGerhard mentioned that TFleischerRowland wanted to go back and audit the BP and AP. TFleischerRowland mentioned that the state Chancellor's Office is asking every district to certify that we have these in place. RGerhard mentioned that we would have to act on BP 4235 today to be able to have two readings for the board.

MColon did a quick review and BP 4220 shows the verbiage, "rely upon the Academic Senate," is crossed out. 4110, 4220, 4235 would need to be changed.

There was a motion to approve items 1-10, with changes to 4110 and 4220 to add the verbiage back in, and 13, 14, and 18. **(Thompson/Colon)**

MColon discussed student preferred names. This came up because a student wanted to change their name in Canvas. The problem is Canvas shows their old name and

they do not want to participate in discussion because of this. Chabot had no rules regarding preferred names and LPC has some very loose ways in which it could occur. The reality is that we need a better process. There should be a policy districtwide so that the colleges have something to follow. SThompson mentioned that because we use W numbers for students, names should be secondary.

DFoster added that his past district decided to add a preferred name. Because the process to change the legal name is an extensive process. The preferred name was able to be pulled into the class rosters.

SSperling added that everyone that she spoke to at the college and CTO Griffin, everyone was in favor of making this right for the students. MColon mentioned that before, this was usually taken care of in the classroom. It would be preferred to have the student handle this with their instructor and not have to go to admissions and records to explain themselves. BGriffin stated that they have been trying to come up with a solution for this. Currently, they are looking into creating a Canvas preferred name. We need to make sure the student does not have to jump through hoops. SThompson stated that the Canvas route seems like the ideal solution. BGriffin mentioned this would be a field unique to Canvas. DFoster shared, in the chat, the AP 3040 from Riverside CCD. RGerhard stated that I think we should look at options like this. DFouquet mentioned that it would be nice if it was not just Canvas. RGerhard would like to add the draft AP for review.

III. Future Agenda Items

- Draft AP 3040
- SThompson mentioned that the audit option is something that faculty are interested in pursuing. MColon stated that the other way we could probably do the audit is with noncredit. CKutil mentioned that typically when you make it noncredit, you must mirror it with the course so it would not really be an audit. MColon mentioned that it would be structured differently. RGerhard mentioned that we had tabled the auditing AP, so we will get back to that one. SThompson stated that this is the first time that we are going from prohibiting something to creating it. Is there a specific procedure to originate? RGerhard mentioned we were going to do research in terms of the State Chancellor's Office guidelines to ensure that we were not going to be financially penalized by now allowing it as opposed to prohibiting it. There was some investigation on how other districts ensure that there is equity in what students are given preference with enrolling in the class.

IV. Next Meeting: November 10, 2020

Meeting adjourned at 4:11 p.m.