

Student Affairs Committee  
Minutes: Wednesday, November 16, 2016

**Attendees:** Beatriz Magallon, Esau Tovar, Jihyeon Cha, Denise Kinsella, Marisol Moreno, Alicia Villalpando, Micca Cao (Student Rep), Thomas Hoversen (Student Rep), Linda Sinclair

**Excused/Absent:** Donna Davis-King, Deyna Hearn, Stanley Hecht, Adrian Restrepo (Student Rep)

1. Call to order 1:04 pm
2. Public Comments
3. Minutes from November 2, 2016 approved as presented. (1<sup>st</sup>: Micca Cao; 2<sup>nd</sup>: Alicia Villalpando) vote: 5 yes, 0 no, 2 abstain
4. AR's for Review and Consideration:
  - a. 4350 Graduation Requirements:
    - i. Clarification: Students don't have the option to postpone the conferral of the degree or certificate.
      1. If they want it on time, they need to apply. Admissions auto-awards only after the student has stopped attending the college.
    - ii. SMC has seen a significant increase in the number of petitions each year. The College had to stop accepting graduation petitions through April 30<sup>th</sup> because it wasn't possible to process them all on time.
      1. The solution was to allow students to turn them in sooner but now deadline is April 15<sup>th</sup>.
      2. Esau indicated that Admissions would not be more restrictive with the current deadlines, which are published on the petitions and on the Graduation webpage.
    - iii. Linda Sinclair, faculty leader at the Veterans Department, was in attendance to assist reviewing of AR language in the Military Service Credit section.
      1. Bea added that San Diego Community College district uses all the other acceptable documents included in our proposed list.
      2. Esau wants to take it out since the only way for students to get transcripts is to go through the Joint Services Transcript (JST) service so there's no point putting them in. With the exception of Community College of the Airforce, which is a regionally accredited institution, the other services added to the AR draft are no longer operating.
      3. Linda, Alicia, and Bea think the list should be kept in until it is clear if JST is only transcript available even for students who took courses a long time ago.
      4. Linda will check on it but she hasn't seen many JST coming through. Not enough information currently to make a final decision so we'll come back to it.
      5. Esau, Linda, Alicia, and Bea will do research and present findings.
    - iv. Religious courses:
      1. Questions were asked how courses are currently evaluated. Esau noted that it is based on course content. Changing the policy would entail an act by the Curriculum Committee or Academic Senate since it is a curriculum matter. Alicia commented that we don't need to look to UC's or CSU's for their practices since we are a CC.
      2. Bea will send it to Guido to see what he thinks about it.
    - v. Section E is missing. Also missing section on official transcripts and official test reports.

- vi. Military, curriculum re evaluation of religious courses is all that is left for this AR.
  - b. **4111.1 Auditing of Courses:**
    - i. This AR will be sent to Senate as-is with revision date.
  - c. **4314 Credit by Examination:**
    - i. The committee added a disclaimer so that it is absolutely clear about challenge tests vs. credit by exam, CLEP and IB.
    - ii. The name of the AR could be misleading to students. Committee discusses changing the name. Perhaps changing it to SMC Departmental Credit by Exam is more specific and avoids confusion.
    - iii. Bea will adjust IB, CLEP like we did to AP even for placement purposes and make note of university limitations accepting scores. She will then send Credit by Exam and Auditing of Courses for review to Esau, then to Exec and then to Academic Senate.
    - iv. Micca also asks how students find out how to get credit for exams officially on their records.
  - d. **4111.8 Enrollment Priorities**
    - i. 4350 Graduation Requirements and 4111.8 Enrollment Priorities for next meeting.
5. **Announcements:**  
Meeting Adjourned at 3:00 pm.