Citrus College
Student Services Committee Meeting

April 3, 2008

Minutes

Present: Claudia Castillo  Vince Mercurio
Patty Glover  Wendy Orellana - ASCC
Jeanne Hamilton  Lucinda Over
Quinn Klingerman - ASCC  Lois Papner
Eric Magallon  Frank Salas - ASCC
Martha McDonald  Adrienne Thompson
Robert Melendez

1. Approval of Minutes February 28, 2008
The minutes of the February 28, 2008 meeting were approved with the following change: Add Frank Salas to the list of attendees.

2. Title 5 Revisions
The committee discussed the following Policies and Regulations.

- P-5117 – Credit by Exam – The committee discussed students wanting to challenge classes. They must first complete 12 units before petitioning for credit by exam. Detail from the Policy, P-5117 was transferred to the Regulation, R-5117 to be consistent with policy and regulation guidelines.
- R-5117 – Credit by Exam-Locally Administered Examination – A revision excludes counting credits toward eligibility in activity programs and disallows using them for satisfying the 12 units in residence required for the Associates Degree.
- P-5126 – Course Repetition – Detail was transferred to the Regulation, R-5126. Disability-related repeatability was added as defined in Title 5. It was not previously defined in our policy, but it was our practice to allow. The committee discussed how going through the petition process would allow a student to take a class a total of three times for substandard grades and up to four times for “W”s and we would still receive apportionment. Jeanne wants to hear back – especially from the student members as to how many times a student should be able to repeat. Instructional and counseling faculty should also discuss what is in the best interest for students regarding repeatability. Banner needs to have a clearance for every repeat petition and “individualized determination” paperwork needs to be completed for disabled students.
- R-5126 – Course Repetition – Same changes as above. Addresses instances where legally mandated training would require additional repeatability.
- P-5127 – Probation and Dismissal – Deleted detail from the policy and transferred it to the regulation. Consider degree applicable only ????
- R-5127 – Put back “subject to dismissal”. Deleted last sentence defining semesters of enrollment/consecutive terms. Makeup of appeals committee was changed to the dean of admissions and records, one instructional faculty member and one counseling faculty member.
- R-5128 – Academic Renewal – Clarification was needed regarding how grades qualify to be expunged. Students on the committee disagree with our practice of including expunged grades in the GPA for the purpose of honors at graduation. Our practice has been to let a student pick and choose certain classes to expunge, rather than a previous semester of substandard work as was originally intended. Students will be given samples of transcripts (with names and ID numbers blacked-out) showing how our current practice might be considered “GPA management”. The Academic Senate will discuss also.
3. **Winter and Spring Registration/Effects on Bookstore**  
The item was withdrawn from the agenda.

4. **Early Decision – priority Registration Discussion Continued**  
The item was withdrawn from the agenda.

5. **ASCC Report**  
Spring 2008 Student Activities list was distributed. The students reminded everyone about the upcoming Springfest events. Frank and Wendy are on the Environment Committee and are planning to conduct a smoking survey. They will check with Linda Welz to see if a survey can be conducted on Wingspan.

6. **Announcements**  
The Disabled Students celebration is scheduled for May 7th at 1:00 p.m.

Meeting Adjourned 12:30 p.m.