

Persons requiring a disability-related accommodation to participate in the Norco College Academic Senate meeting, including materials in alternate formats, may request such service from Disability Resource Center (DRC) at 951-372-7070. (Executive Order N-29-20 and Government Code sections 54953.2, 54954.1, 54954.2, and 54957.5)



## AGENDA

### Norco College Academic Senate

**1:30 – 3:30 PM, October 17, 2022**

**In-person (optional): CSS -217**

**ZOOM <https://cccconfer.zoom.us/j/95268603627>**

- |                |  |
|----------------|--|
| <b>1:30 PM</b> | <b>I. Call to Order</b>  |
| <b>1:30 PM</b> | <b>II. Approval of Agenda</b>  |
| <b>1:35 PM</b> | <b>III. Approval of <a href="#"><u>Meeting Minutes from October 3, 2022</u></a></b>  |
| <b>1:40 PM</b> | <b>IV. Open Hearing</b>  |
| <b>1:45 PM</b> | <b>V. CTA Report</b> (Araceli Covarrubias, Norco College Faculty Association Representative, & Virgil Lee, Norco College Faculty Association Vice President)   |
| <b>1:50 PM</b> | <b>VI. Officer Reports</b> <ul style="list-style-type: none"><li>A. Secretary/Treasurer (Hayley Ashby)</li><li>B. Vice-President (Dan Reade)</li><li>C. President (Kimberly Bell)</li></ul>  |
| <b>2:00 PM</b> | <b>VII. College Reports</b> <ul style="list-style-type: none"><li>A. Associated Students Senate Representative (John Harris)</li><li>B. President (Monica Green)</li><li>C. Vice President of Academic Affairs (Jason Parks)</li></ul>   |
| <b>2:10 PM</b> | <b>VIII. Standing Committees &amp; Liaisons Reports</b> <ul style="list-style-type: none"><li>A. Academic Senate Standing Committees: APC, Assessment, CMAC, Curriculum, DE, FPDC, LGBTQ+ Advocates, Library/LRC, Program Review, TLC</li><li>B. Academic Senate Liaisons: Accreditation, CSEA, CTE, DBAC, DEMC, DSPC, Guided Pathways, Prison Education Program, Equity, PGSL</li></ul> |
| <b>2:25 PM</b> | <b>IX. Action Item: Senate President Appointments</b> (K.Bell)<br>The Senate is being asked to ratify appointments made by the Senate President.   |

- 2:30 PM**      **X. Action Item: Canvas Outcomes Assessment Proposal – 1<sup>st</sup> Read**  
 (A.Johnson)  
 On behalf of NAC and LFM, we would like to demonstrate the Assessment in Canvas process, which was approved by NAC on 10/12/22.
- 2:45 PM**      **XI. Discussion Item: Equity Flex documents ([Criteria](#), [Rubric](#), [Guidelines](#))**  
 (D.White)  
 Seeking feedback on Equity FLEX documents (guidelines, equity criteria, and rubric) circulating around at sister colleges
- 3:00 PM**      **XII. Action Item: [Approval of the 2022-2025 Norco College Student Equity Plan](#) – Second Read** (D. Hitchcock, C.Welch, and G. Ocegura)  
 The Senate will be provided a brief overview of the [2022-2025 Student Equity Plan](#). The Chancellor's Office requires the plan to be approved by Academic Senate and therefore, this presentation will serve as first read.
- 3:10 PM**      **XIII. Action Item: Concerns Regarding Updated ACCJC's Updated Standards and [Request for Support of the ASCCC Accreditation Resolution](#) – Second Read** (V.Harris)  
 The LLRCAC will present concerns about ACCJC's Updated Standards related to Library and Learning Support Services and is requesting action in support of the ASCCC's Accreditation Resolution.
- 3:15 PM**      **XIV. Action Item: [Review of 2000 series Board Policies \(BPs\) and Administrative Procedures \(APs\)](#) - Second Read** (K.Bell)  
 These Board Policies and Administrative Procedures fall within the Senate purview (10+1) A group of faculty members including the Senate presidents, curriculum chairs, and articulation officers in conjunction with Vice Chancellor Mills, Assistance Vice Chancellor Zhai and our General Counsel, Keith Dobyns worked on the revisions during Summer 2022. As a result, they have been "tentatively approved" by the Senates. These were sent out to our Senators by email for review on September 15, 2022. Each of the college Senates are being asked for final approval prior to going to the Board for consideration, this will serve as the first read.
- 3:25 PM**      **XV. Action Item: [Continuation of Virtual Meetings for the Senate](#)** (K.Bell)  
 Meetings of the Senate fall under the authority of the Brown Act, which places onerous requirements for holding virtual meetings. While the Governor suspended provisions of the Brown Act to allow Senates and other public bodies to meet virtually through March 31, 2022, [AB361](#) allows Senates to meet virtually through the end of 2023 if the Senate deems a state of emergency exists. The Senate is now being asked to consider whether virtual

meetings are necessary for the next 30 days. (This decision must be reevaluated every 30 days by a vote of the Senate.)

**3:30 PM      XVI. Adjournment**

## **Fall 2022 Academic Senate Meeting Schedule**

~~August 29, 2022~~  
~~September 19, 2022~~  
~~October 3, 2022~~  
**October 17, 2022**  
November 7, 2022  
November 14, 2022  
December 5, 2022

<b><i>10+1</i></b> <b>California AB (Assembly Bill) 1725 and Title V §53200</b>	
<ol style="list-style-type: none"><li>1. Curriculum including establishing prerequisites and places courses within disciplines</li><li>2. Degree and certificate requirements</li><li>3. Grading policies</li><li>4. Educational program development</li><li>5. Standards or policies regarding student preparation and success</li><li>6. Policies for faculty professional development activities</li><li>7. District and college governance structures, as related to faculty roles</li><li>8. Faculty roles and involvement in accreditation processes, including self-study and annual reports</li><li>9. Processes for program review</li><li>10. Processes for institutional planning and budget development</li><li>11. Other academic and professional matters as mutually agreed upon between the governing board and the Academic Senate</li></ol>	



**Minutes**  
**Norco Academic Senate Meeting**  
**October 17, 2022**  
**1:30 - 3:30 PM via Zoom**

Meeting called to order at 1:33 PM.

I. Attendees

Officers, Senators, Alternates, and Committee Chairs & Liaisons: Hayley Ashby, Melissa Bader, Kimberly Bell, Araceli Covarrubias, Alexis Gray, John Harris, Vivian Harris, J. Marie Hicks, Ryan Hitch, Dominique Hitchcock, Ashlee Johnson, Amy Kramer, Virgil Lee, Barbara Moore, Lisa Nelson, Dan Reade, Jody Tyler, Dana White, Patty Worsham

Guests: Quinton Bemiller, Peggy Campo, Zina Chacon, Monica Green, Sarah Nafzgar, Gustavo Ocegüera, Caitlin Welch

II. Approval of Agenda

M/D. Reade, S/A. Gray; Approved by Consensus

III. Approval of [October 3, 2022](#) minutes

M/R. Hitch, S/D. Hitchcock

IV. Open Hearing

None

V. CTA Report-A. Covarrubias, V. Lee

- The Faculty Association meeting on October 18, 2022, will be a closed session due to work on the Association's Bylaws.
- Virtual Office Hours on weekends are permitted if they meet the contract guidelines; faculty must notify the appropriate dean and department chair of their intention to hold weekend office hours.

VI. Officer Reports

A. Secretary/Treasurer (Hayley Ashby)

- Hayley has been added to the Academic Senate budget for the current year and will provide details in a subsequent meeting.

B. Vice-President (Dan Reade)

- Appointments are only for committees outside of the Academic Senate committee structure.
- Commencement speaker nominations are coming up and will be open for one week.

C. President (Kimberly Bell)

[REPORT](#)

## VII. College Reports

### A. Associated Students Senator of Finance (Aneesa Kashif)

- Harvest Festival will be happening next week.
- All clubs will have booths at the Harvest Festival after a two-year hiatus.

### B. President (Monica Green)

- State Chancellor's Office has offered a toolkit for land acknowledgment that recognizes indigenous people and their continued presence and relationship to ancestral lands; Michael Collins is leading the efforts and would like to have faculty involvement.
- Walk and talk with Dr. Green starting in the Rose Garden on October 18 at 9am.
- Inland Empire Guided Pathways meeting with 10 individuals (five faculty) focused on equity and Guided Pathways efforts; collaborating across the Region C.

### C. Vice President of Academic Affairs (Jason Parks)

- No Report

## VIII. Standing Committees & Liaisons Reports:

### APC (P. Worsham)

- Met October 14, 2022
- New prioritization ranking form will be housed in Program Review in Nuventive
- Prioritized classroom list; space is becoming more tricky, especially during prime time hours
- Retreat on campus in Winter to work on a one-year schedule
- Bringing back hiring fair (one-day) for associate faculty due to deficits in CRC and dual enrollment
- Content from department websites will be shifted to the new website, so information should be reviewed for accuracy
- Need to consider keeping track of committee representation so there is balance when individuals leave.

### DE (R. Hitch)

- Follow up on questions from the last meeting; previous Zoom storage efforts came from the State Chancellor's Office, so the option to buy Zoom storage is not available due to licensing issues
- Meeting coming up with a focus on CVC-OEI and information campaign.

### FPDC (D. White)

- Met last week on October 11, 2022 and approved the transition of taking travel requests from the old process to the new process in Nuventive
- Provided a recommendation for recognizing associate faculty monthly.

### Library/LRC (V. Harris)

- The Read 2 Succeed Student Panel is on October 20, 2022 during college hour and will be hosted by Puente and Undocumented Students.

### Accreditation (H. Ashby)

- Accreditation update presentation to the College Council scheduled for last week was postponed due to insufficient time; the presentation will be provided to the Senate in November.

### DEMC (M. Bader)

- Met last week and talked about reporting timelines and the creation of enrollment management plans for the district and colleges
- Three different iterations to develop; need to address local needs and REACH grants
- There is a focus on retention not just recruitment
- The District is working on emergency funding-based plan in collaboration with the colleges.

#### Guided Pathways (M. Bader)

- Inland Empire Guided Pathways activity is next week; working with Bill and Melinda Gates Foundation to share out practices around GP to create a toolkit
- Melissa Bader is going to Washington to work on this project as Norco College has been singled out for its Guided Pathways efforts.

#### Equity (D. Hitchcock)

- Asking students in the general population (not special programs) to share their experiences through a video; asking for help to contact those students and inviting them to make the video; forward videos to Dominique Hitchcock.

#### PGSL (V. Harris)

- October 20, 2022 is the deadline to submit for the November 3, 2022 meeting.

#### Action Items:

##### IX. Senate President Appointments

- None

##### X. The Senate had a first read of the Canvas Outcomes Assessment Proposal.

#### Discussion Item:

##### XI. The Senate discussed Equity FLEX documents ([Criteria](#), [Rubric](#), [Guideline](#))

#### Action Items:

##### XII. The Senate was asked to approve the [2022-2025 Norco College Student Equity Plan](#). M/A. Johnson, S/L. Nelson; Approved by Consensus

##### XIII. The Senate was asked to review and approve the concerns regarding updated ACCJC's Updated Standards and [Request for Support of the ASCCC Accreditation Resolution](#). M/M. Hicks, S/L. Nelson; Approved by Consensus

##### XIV. The Senate was asked to approve the [Review of 2000 series Board Policies \(BPs\) and Administrative Procedures \(APs\)](#) M/A. Gray, S/D. Reade; Approved by Consensus

##### XV. The Senate discussed and approved the [Continuation of Virtual Meetings](#)/Hyflex. M/A. Gray, S/M. Hicks; Approved by Consensus

##### XVI. Meeting adjourned at 3:20 PM.



# RIVERSIDE COMMUNITY COLLEGE DISTRICT

## OFFICE OF THE VICE CHANCELLOR EDUCATIONAL SERVICES AND STRATEGIC PLANNING

### District Strategic Planning Council

#### AGENDA

Friday, March 17, 2023

2:00 – 5:00 P.M.

Hybrid Location: In-Person at CAADO-309 & Zoom

[Zoom Link](#) | Meeting ID: 839 5250 9826 | Passcode: 370663

#### I. Committee Business

- a. Approval of the March 17, 2023 Agenda
- b. Approval of the February 24, 2022 Minutes

#### II. Information Items

- a. ProjectNexus Overview – J. Wagner/C. Blackmore
- b. Risk Management Update – B. Tu/A. Brown

#### III. Action Items

- a. Select Board Policies for Chapter Two: Academic Affairs – K Dobyns

BP 2020	Program, Curriculum and Course Development	BP 2222	Basic Skills/Developmental Education (Remedial Coursework)
BP 2025	Criteria for Associate Degree and General Education	BP 2225	Course Repetition
BP 2026	Philosophy and Criteria for International Education	BP 2230	Grading and Academic Record Symbols
BP 2040	Library and Other Instructional Support Services	BP 2235	Credit by Examination
BP 2050	Articulation	BP 2240	Academic Renewal
BP 2070	Course Auditing and Auditing Fees	BP 2250	Probation, Dismissal and Readmission
BP 2100	Graduation Requirements for Degrees and Certificates	BP 2260	Limitations on Enrollment: Pre-Requisites, Co-Requisites and Advisories
BP 2102	Career and Technical Education Programs	BP 2270	Attendance Reporting
BP 2103	Work Experience	BP 2300	Field Trips and Excursions
BP 2105	Distance Education	BP 2400	Community Education Services
BP 2220	Standards of Scholarship	BP 2550	Institutional Planning

#### IV. Task Force/Sub-Committee/Special Reports

- a. Facilities Planning and Development Council – A. Brown
  - January 26, 2023 FPDC Meeting Minutes

#### V. Vice Chancellor's Report – S. Mills

#### VI. Reports/Updates

- a. Moreno Valley College
- b. Norco College
- c. Riverside City College

#### VII. Other

- a. Next Meeting: April 21, 2023
  - Agenda items due date: April 14, 2023



# RIVERSIDE COMMUNITY COLLEGE DISTRICT

## OFFICE OF THE VICE CHANCELLOR EDUCATIONAL SERVICES AND STRATEGIC PLANNING

### District Strategic Planning Council

Friday, March 17, 2023

CAADO 309 & Zoom

2:00 – 5:00 P.M.

### MEETING MINUTES

Meeting called to order – 2:03 pm

**Present:** Hussain Agah, AnnaMarie Amezcuita, Stephen Ashby, Christopher Blackmore, Victor Bolanos, Aaron Brown, FeRita Carter, Chris Clarke, Michael Collins, Torria Davis, Kristine DiMemmo, Keith Dobyns, Rochelle Duran, Tammy Few, Felipe Galicia, Rebecca Goldware, Evelyn Gonzalez, Monica Green, Tenisha James, Ruth Leal, Laurie McQuay-Peninger, Susan Mills, Jason Parks, Michael Peterson, Mark Sellick, Robin Steinback, Christopher Sweeten, Kaneesha Tarrant, Beiwei Tu, Joel Webb, Lynn Wright, Lijuan Zhai

**Absent:** Majd Askar, Kimberly Bell, Mark Figueroa, Casandra Greene, Vivian Harris, Wolde-Ab Isaac, Debra Mustain, Rhonda Taube, Denise Terrazas, David Torres

**Guests Present:** Jen Wagner, Ines Solis (minute recorder)

#### I. Committee Business

##### a. Approval of the March 17, 2023, Agenda

Motion to accept agenda by consent.

- **Amendment:** Move item III *Select Board Policies for Chapter Two: Academic Affairs* from Action items to item II Information Items. Approved by consensus; no abstentions

##### b. Approval of the February 24, 2023 Minutes

Motion to accept the February 24, 2023, Minutes as written. 1<sup>st</sup> K. DiMemmo, 2<sup>nd</sup> J. Webb; Approved, no abstentions.

#### II. Information Items

##### a. Project Nexus Overview

Associate Vice Chancellor Chris Blackmore introduced Jen Wagner to provide an update on Project Nexus and the implementation of anthologies ERP system as a replacement for Colleague. The project re-kickoff was held on February 22nd after being on pause due to some functionality gaps. The reengagement has lots of project activities, for instance leads from across the district for different modules or areas within the system are making sure that we have the right folks, they are engaged, they are on boarded, everybody is up to speed on where we are in the project. Another initiative being worked on is district communications and giving presentations like this to different committees across the district. Leveraging on other districtwide meetings, presentations are ongoing to update everybody on the project status, disseminating information, and communicating broadly. Re-implementation of a districtwide newsletter is underway so that everybody has access to the information on the project's status. We are targeting October 2024 for the implementation of the Student System with Finance and HR systems slightly before that.

##### b. Risk Management Update

Vice Chancellor Aaron Brown introduced Director Beiwei Tu for the Risk Management presentation. All risk management activities are based on 4 fundamental risk mitigation strategies, which include Risk Acceptance, Risk Reduction, Risk Transfer, and Risk Avoidance. Because of the services provided to the district, risk management is tasked to implement five strategic initiatives during the fiscal year 2021 to 2025. The first strategic initiative is to improve safety, training, and participation. The second initiative is to update and readopt the injury illness prevention program. The third initiative is risk transfer aiming to evaluate the existing insurance policies to make sure there's sufficient insurance coverage to meet the district's business needs. The fourth initiative is to run the insurance complaints efficiently and effectively. Last, as part of the fifth initiative risk management is tasked to institute an effective emergency planning and response plan.

##### c. Select Board Policies for Chapter Two: Academic Affairs

General Counsel Keith Dobyns presented a selection of Chapter Two: Academic Affairs board policies for review and input. The select policies have been presented to the college Academic Senates and District Academic Senate for approval after going

through constituent workgroups in program, curriculum, and course development. For adoption, the board policies will be presented to the Board of Trustees for a first and second read.

### **III. Action Items**

- a. No items

### **IV. Task Force/Sub-Committee/Special Reports**

- a. Facilities Planning and Development Council Minutes: January 26, 2023
  - The FPDC minutes for January 26<sup>th</sup> were included in the agenda packet for the Council's review and additional information was shared on the student housing project. The Council did not have any questions or additional input for Associate Vice Chancellor Hussain Agah or Vice Chancellor Aaron Brown.

### **V. Vice Chancellor's Report**

Vice Chancellor Susan Mills shared that Educational Services is planning a Department Chair and Enrollment Management Retreat. April 28<sup>th</sup> was selected due to venue's capacity to host well over 100 people. The three colleges enrollment management committees, the District Enrollment Management Committee, department chairs, Deans, and VPs are invited. A planning group with the three Academic Senate presidents, the three chairs of chairs from the colleges, APC's, DLC groups, DEMC (District Enrollment Management Committee) and faculty is being consulted to start to plan outcomes for the retreat and breakout sessions.

Second, the next steps for our District Strategic Planning Council structure will be for Dr. Isaac to share with the Board of Trustees at their retreat. Later, Mark Sellick and Dr. Mills will give a presentation for information to the Board, probably in June. In the meantime, we will move forward with populating the five overarching committees: Teaching and Learning; Human Resources; Institutional Effectiveness, Planning, and Governance; Resources; and Advancement and Partnerships.

### **VI. Reports/Updates**

#### **a. Moreno Valley College**

President Robin Steinback noted there is 78 calendar days to commencement and mentioned we are in the completion and celebration phase of what we do here in Riverside Community College District. There will be many completions and ceremonies to attend and many happy families that we will be meeting. Moreno Valley College received very good news this week that our college is a recipient of a Title 5 Developing Hispanic Serving Institutions Grant. MVC had applied and in October and were advised the outcome was uncertain. Now that there has been an infusion of funding into the US Department of Education, the MVC grant is funded. MVC is celebrating because we have brought up the Student Engagement Centers with the MVC success teams. Currently there are three Engagement Centers, but MVC will eventually have six Engagement Centers. This grant of \$3 million over 5 years will ensure that we have some stability and resources to enhance the staffing and the programming in our student success centers.

#### **b. Norco College**

President Monica Green shared that Norco College's enrollment is looking more promising this spring than it did last spring; NC's FTES is up by 20.6% from last year. Norco College hosted its first annual industry partners and awards breakfast by welcoming industry partners and celebrating alumnus of the year and recognized two strong business partners. A meeting with industry advisory councils followed the well-attended celebration. Norco College is looking at a school reorganization of academic pathways and will change from four schools to about seven or eight schools due to being too large and too broad. The Norco team looked at other models and want some alignment within our own district and will be going through our processes to update the schools to better support our students as well as be more manageable with our student success teams. Dr. Green attended the 5<sup>th</sup> annual convening at Cal Poly Pomona and learned that Cal Poly Pomona has implemented a multi factor admission model, going beyond performance in college, work and transfer work and supplemental course work. It also looks at non-academic criteria, veterans-work, work, and extracurricular experience, leadership first generation students, special populations, educational programs and youth services experience and campus partnerships. We want to encourage our students to complete that section of the application and continue to give feedback to our transferring institutions. The post-secondary education trailer bill, AB 132, that was passed was also highlighted. This bill requires the Cal States and UCs to allow high school students graduating in 2023 to attend a California Community College and enter an agreement with a specific CSU in a specific program with the intent to transfer within three years. This is something that all Cal States and UCs are implementing and many of us are just finding out about it. Information has been sent to the College presidents to make sure that we are all aware and we are working with our transfer institutions and we are asking how transfer institutions are working on implementing AB 132 and if it means all their programs are available.

#### **c. Riverside City College**

Interim President FeRita Carter informed that Riverside City College's spring enrollment is at 94.8%. The RCC Music Department have hosted four showcase events over the past couple of weeks that spotlights the musical talents of K-12 students, and as a result, hosted 80 high school, middle and elementary school bands and orchestra performances; that is potentially 4000 future RCC Tigers. A special thanks to Professor Kevin Mayse, the department chair, as well as all the department of Music Faculty and the array of dynamic classified professionals who helped to make those events a success.

A grant proposal that was submitted by RCC's Math Department Chair, Professor Marc Sanchez, has been selected to receive a California Education Learning Lab award of up to \$100,000 from the director of the California Governor's Office of Planning and Research. RCC's commencement ceremonies will take place in Landis Auditorium this year and we will be planning three back-to-back smaller commencements on Friday, June 9<sup>th</sup> to accommodate normal commencement day. Lastly, the Inspire project is a 32 -unit, 1-bedroom housing complex designed to serve our homeless and housing insecure foster youth and the City of Riverside is set to break ground on April 11<sup>th</sup> from 10:00 AM to 12 noon. The Aspire Project site is at the northeast corner of 3rd Street and Fairmont Blvd.

**VII. Other**

- a. Next Meeting: April 21, 2023

Adjournment 3:09 pm

**Board of Trustees Regular/Committee Meeting  
Tuesday, April 04, 2023 6:00 PM  
District Office, Board Room  
3801 Market Street Riverside CA 92501**

**ORDER OF BUSINESS**

**Pledge of Allegiance**

Pursuant to directives from Cal/OSHA and Riverside County Public Health, students, employees, and visitors are required to wear a well-fitted mask while in the District building, including during attendance at Board meetings in person. Public access to the in-person meeting will begin 30 minutes prior to the start of the meeting. In order to encourage public participation to the greatest extent possible, a continued virtual link will be provided via live streaming [Riverside City College's YouTube Channel](#).

**Submission of Public Comments**

1. Anyone who wishes to make a presentation to the Board on an agenda item in person is requested to complete a "REQUEST TO ADDRESS THE BOARD OF TRUSTEES" card, available from the Public Affairs Officer. Please make sure that the Secretary of the Board has the correct spelling of your name and address to maintain proper records. Comments should be limited to five (5) minutes or less. (This time limit will be doubled for members of the public utilizing a translator to ensure the non-English speaker receives the same opportunity to directly address the Board, unless simultaneous translation equipment is used.)
2. Members of the public may also join the meeting virtually through Zoom to directly voice their comments to the Board. Visit the Board of Trustees page on the RCCD website and complete the form to speak. A link to join the meeting will automatically be sent to you.
3. Written public comments may be sent to [WrittenPublicComments@rccd.edu](mailto:WrittenPublicComments@rccd.edu), which will be read during the public comment portion of the meeting. Submissions by email must be received prior to 4:00 pm the day of the meeting to be included.

Anyone who requires a disability-related modification or accommodation in order to participate in any meeting should contact the Chancellor's Office at (951) 222-8800 far in advance of the meeting as possible.

Any public records relating to an open session agenda item that is distributed within 72 hours prior to the meeting is available for public inspection at the Riverside Community College District Chancellor's Office, 3rd Floor, 3801 Market Street, Riverside, California, 92501 during regular business hours or [online](#).

**I.COMMENTS FROM THE PUBLIC**

*Board invites comments from the public regarding any matters within the jurisdiction of the Board of Trustees. Due to the Ralph M. Brown Act, the Board cannot address or respond to comments made under Public Comment.*

## II.PUBLIC HEARING

## III.CHANCELLOR'S REPORT

- III.A. [Chancellor's Communications](#)  
*Information Only*
- III.B. [La Casa Engagement Center Update](#)  
*Information Only*  
[Presentation - La Casa Engagement Center Updates](#)

## IV.BOARD COMMITTEE REPORTS

- IV.A. [Planning, Effectiveness & Governance Committee](#)  
[Riverside Community College District Chapter 2 – Academic Affairs Board Policies Update](#)  
*Recommend approving the First Reading of the proposed updates to Board Policies*  
[Chapter 2 – Academic Affairs.](#)  
[Revised Chapter 2 - Board Policies](#)  
[Adopted Chapter 2 - Board Policies](#)  
[Reviewed Chapter 2 - Board Policies](#)
- IV.B. [Teaching & Learning Committee](#)  
[Proposed Curricular Changes](#)  
*The Committee to review the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings.*  
[Proposed Curricular Changes 030723](#)  
[Proposed Curricular Changes 032123](#)
- IV.C. [Teaching & Learning Committee](#)  
[Sabbatical Report Presentation](#)  
[Film: Disappearing Jewels \(2023\)](#)  
*Information Only*
- IV.D. [Teaching & Learning Committee](#)  
[Ghana Educational Summit](#)  
*Information Only*

## Board of Trustees Regular/Committee Meeting (IV.A)

Meeting	April 4, 2023
Agenda Item	Planning, Effectiveness & Governance (IV.A)
Subject	Planning, Effectiveness & Governance Committee Riverside Community College District Chapter 2 – Academic Affairs Board Policies Update
College/District	District
Funding	N/A
Recommended Action	Recommend approving the First Reading of the proposed updates to Board Policies Chapter 2 – Academic Affairs.

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### Background Narrative:

Presented for the Committee's approval are board policy updates for portions of Chapter 2 – Academic Affairs.

#### REVISED

The Academic Senate has reviewed the following board policies and recommends the proposed revisions:

BP 2020	Program, Curriculum and Course Development
BP 2025	Criteria for Associate Degree and General Education
BP 2026	Philosophy and Criteria for International Education
BP 2040	Library and Other Instructional Support Services
BP 2050	Articulation
BP 2100	Graduation Requirements for Degrees and Certificates
BP 2220	Standards of Scholarship
BP 2222	Basic Skills/Developmental Education (Remedial Coursework)
BP 2225	Course Repetition
BP 2230	Grading and Academic Record Symbols
BP 2240	Academic Renewal
BP 2250	Probation, Dismissal and Readmission
BP 2270	Attendance Reporting
BP 2300	Field Trips and Excursions
BP 2400	Community Education Services
BP 2550	Institutional Planning

#### ADOPTED

The Academic Senate has reviewed the following board policies and recommends their adoption:

BP 2102	Career and Technical Education Programs
BP 2103	Work Experience
BP 2105	Distance Education

#### REVIEWED

The Academic Senate has reviewed the following board policies and has no revisions but recommends they be reviewed for accreditation purposes:

BP 2070	Course Auditing and Auditing Fees
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BP 2235      Credit for Prior Learning  
BP 2260      Limitations on Enrollment: Pre-Requisites, Co-Requisites and Advisories

Prepared By: Keith Dobyns, General Counsel

**BP 2020 PROGRAM, CURRICULUM, AND COURSE DEVELOPMENT****References:**

Education Code Sections 70901~~subdivision~~ (b), 70902~~subdivision~~ (b) and 78016;  
Title 5 Sections 51000, 51022, 55002.5, 55100, 55130, and 55150;  
U.S. Department of Education regulations on the Integrity of Federal Student  
Financial Aid Programs under Title IV of the Higher Education Act of 1965, as  
amended;  
34 Code of Federal Regulations Sections 600.2, 602.24, 603.24<sub>1</sub> and 668.8;  
ACCJC Accreditation Standards II.A and II.A.9

~~The programs and curricula of the District shall be of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency. To that end,~~  
The Chancellor, in consultation with the District Academic Senate, shall establish  
procedures for the development and review of all curricular offerings, including their  
establishment, modification<sub>1</sub> or discontinuance.

Furthermore, these procedures shall include:

- appropriate involvement of the faculty and Academic Senate in all processes;<sub>1</sub>
- regular review and justification of programs and course descriptions;<sub>1</sub>
- opportunities for training for persons involved in aspects of curriculum development.
- consideration of job market and other related information for vocationalcareer and occupationaltechnical education programs.
- consideration and review of financial and administrative impact.

All new courses, programs, course and program modifications, and course and program discontinuances ~~shall be approved~~recommended by the ~~Board of Trustees~~.

~~Program or course modifications shall be approved by the Chancellor/President, or his/her designee, upon the recommendation of the respective District Curriculum Committee. shall be submitted to Board of Trustees for approval.~~

All new courses and programs shall be submitted to the Office of the Chancellor for the California Community Colleges for approval as required.

Individual degree-applicable credit courses offered as part of a permitted educational program are subject to approval by the Board of Trustees. Non-degree-applicable credit

and degree-applicable courses, that are not part of an existing, approved program must satisfy the conditions authorized by Title 5 regulations and are subject to approval by the Board.

### **Credit Hour**

Consistent with federal regulations applicable to federal financial aid eligibility, the District shall assess and designate each of its programs as either a “credit hour” program or a “clock hour” program.

The Chancellor, [in consultation with the District Academic Senate](#), will establish procedures which prescribe the definition of “credit hour” consistent with applicable [Title 5 and](#) federal regulations, as they apply to community college districts.

The Chancellor will establish procedures to assure that curriculum at the District complies with the definition of “credit hour” or “clock hour”, where applicable. The Chancellor [in consultation with the District Academic Senate](#), shall also establish procedures for using a clock-to-credit hour conversion formula to determine whether a credit hour program is eligible for federal financial aid. The conversion formula is used to determine whether such a credit-hour program has an appropriate minimum number of clock hours of instruction for each credit hour it claims.

[The definition of “credit hour” and “clock hour” and the procedure for using a clock-to-credit hour conversion formula can be found in the Student Attendance Accounting Manual at the CCCCO.](#)

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**Date Approved:** May 15, 2007

**Revised:** April 22, 2008

**Revised:** August 20, 2013

**Revised:** November 25, 2014 (references only)

**Revised:** January 17, 2017

**Revised:**

**Formerly:** 4020

**BP 2025 PHILOSOPHY AND CRITERIA FOR ASSOCIATE DEGREE AND  
GENERAL EDUCATION****References:**Title 5 Section ~~55805~~; [55061](#);ACCJC Accreditation Standard II.A ~~(formerly II.A.3)~~

Courses that are designated to fulfill the general education and depth requirements shall meet the following philosophy.

The awarding of an Associate degree is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of the college to lead students through patterns of learning experiences designed to develop certain capabilities and insights. Among these are 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. [In addition to these accomplishments, the student shall possess sufficient depth in some field of knowledge to contribute to lifetime interest.](#)

Central to an Associate degree, general education is designed to introduce students to the variety of means through which people comprehend the modern world. It reflects the conviction of colleges that those who receive their degrees must possess in common certain basic principles, concepts, and methodologies both unique to and shared by the various disciplines. College-educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the culture, and the society in which they live. ~~Most important~~[importantly, general education should lead to better understanding.](#)

In ~~the~~ establishing or modifying a general education program, ways shall be sought to create coherence and integration among the separate requirements. It is also desirable that general education programs involve students actively in examining values inherent in proposed solutions to major ~~society~~[social](#) ~~societal~~ problems.

The Chancellor, [in consultation with District Academic Senate](#), shall establish procedures to assure that courses used to ~~meet~~[fulfill](#) general education and ~~associate~~[Associate](#) degree requirements meet the standards in this policy.

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**Date Adopted:** May 15, 2007**Revised:** April 22, 2008**Revised:** November 25, 2014 (references only)**[Revised:](#)****Formerly:** 4025

**BP 2026 PHILOSOPHY AND CRITERIA FOR INTERNATIONAL  
EDUCATION**

**Reference:**

Education Code Section 66015.7

Recognizing the value of educational experiences in a foreign country, the Board of Trustees endorses and supports the concept of international education. Students at Riverside Community College District will be provided, as resources permit, the opportunity to study outside the United States through the Study Abroad Program. ~~This program will be conducted in accordance with District procedures.~~

Riverside Community College District also will encourage the presence of qualified students from other countries to inspire an appreciation for differences among cultures and a deeper understanding of the values and perspectives of other people and will facilitate faculty exchange and collaborative partnership programs with institutions in other countries.

The Chancellor, ~~in consultation with District Academic Senate~~, shall establish procedures to implement this policy.

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**Date Adopted:** February 26, 2008

**Revised:** \_\_\_\_\_  
(Replaces Policy 5100)

**Formerly:** 4026

**BP 2040 LIBRARY SERVICES**

**References:**

Education Code Section 78100;  
Civil Code Section 1798.90;  
[ACCJC Accreditation Standard II.B](#);  
ALA Library Bill of Rights;  
ALA Freedom to Read;  
ALA Freedom to View

The Riverside Community College District shall have library services that are an integral part of the colleges' educational programs and will comply with the requirements of the Reader Privacy Act.

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**Date Adopted:** May 15, 2007

**Revised:** September 18, 2012

**Revised:** June 16, 2015

**Revised:** March 29, 2021

**Revised:** \_\_\_\_\_  
(Replaces Policy 7036)

**Formerly:** 4040

**BP 2050    ARTICULATION**

**References:**

Education Code Sections 66720 – 66749.8;

Title 5 Section ~~51022 (Establishes articulation with baccalaureate level institutions.)~~  
and 51022(b);

~~Education Code Sections 66700, 66720 – 66744, 70901, 70902, 78016 and 78401;~~

ACCJC Accreditation Standard II.A.10

~~The Riverside Community College District (RCCD) Chancellor, in consultation with the District Academic Senate, shall establish procedures that ensure appropriate articulation of the District's educational programs and courses with proximate secondary education institutions and baccalaureate institutions, baccalaureate programs, proximate high schools and other educational institutions as appropriate.~~

~~Recognizing the importance of supporting the articulation of courses between the Riverside Community College District (RCCD) and secondary education institutions, the Board of Trustees endorses and supports a process through which high school students are provided the opportunity to earn college credit for articulated courses thereby permitting a smooth transition from secondary to post-secondary education.~~

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Date Adopted: May 15, 2007

Revised: September 16, 2008

Revised: November 25, 2014 (references only)

Revised: \_\_\_\_\_  
(Replaces Policy 5110)

Formerly: 4050

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Academic Affairs**BP 2100 GRADUATION REQUIREMENTS FOR DEGREES AND CERTIFICATES****References:**

Education Code Section 70902-subdivision (b)(3);  
Title 5 Sections 55060, et seq., ~~55063-55064~~, and 53200-subdivision (b)

The Colleges grant the degrees of Associate in Arts, Associate in Science, and ~~degrees~~Associate Degrees for ~~college transfer~~Transfer to those students who have completed the subject requirements for graduation and who have maintained a 2.0 grade point average in subjects attempted. Students must also complete the general education-residency, residence, and competency requirements set forth in Title 5 regulations.

Students may be awarded a Certificate of Achievement and participate in a graduation ceremony upon successful completion of a minimum of 16 or more semester units of degree-applicable coursework designed as a pattern of learning experiences to develop certain capabilities that may be oriented to career or general education.

The Chancellor, in consultation with the District Academic Senate and District Curriculum Committee, shall establish procedures to determine degree and certificate requirements. The procedures shall assure that graduation requirements are published in each college's catalog and included in other resources that are convenient for students.

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**Date Adopted:** April 22, 2008**Revised:** May 16, 2017**Revised:** February 18, 2020**Revised:** \_\_\_\_\_**Formerly:** 4100

**BP 2220 STANDARDS OF SCHOLARSHIP**

**References:**

Education Code Section 70902 subdivision (b)(3);  
Title 5 Sections [51002](#), 55020 et seq., [55030](#) et seq., 55040 et seq., and [55050](#) et seq.

The Chancellor, [in consultation with the District Academic Senate and the District Academic Standards Committee](#), shall establish procedures for standards of scholarship consistent with the provisions of Title 5 and Board Policy.

The procedures shall address: grading practices, pass/no pass options, credit [for prior learning](#), standards for probation and dismissal, remedial course work, academic record symbols, [grade point average](#), grade changes, course repetition, academic renewal, probation and dismissal, and alternative methods of awarding credit.

The procedures [can be are set forth](#) found below and shall be [described](#) published in the college catalog(s).

[Also see BP/AP 2100 Graduation Requirements for Degrees and Certificates,](#)  
[BP/AP 2222 Remedial Coursework,](#)  
[BP/AP 2225 Course Repetition,](#)  
[BP/AP 2230 Grading and Academic Record Symbols,](#)  
[BP/AP 2231 Grade Changes,](#)  
[BP/AP 2235 Credit for Prior Learning,](#)  
[BP/AP 2240 Academic Renewal,](#)  
[BP/AP 2250 Probation, Dismissal, and Readmission,](#)  
[AP 2255 Dismissal and Readmission. \(To be linked to BP 2250\)](#)

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**Date Adopted:** December 9, 2008

**Revised:** January 17, 2017 (reference only)

**Revised:** \_\_\_\_\_

**Formerly:** 4220

**BP 2222      PRECOLLEGIATE BASIC SKILLS EDUCATION**  
**(Remedial Coursework)**

**References:**

Education Code Section 78213;  
Title 5 Section 55035;  
ACCJC Accreditation Standard II.A.4

The Chancellor, [in consultation with District Academic Senate](#), shall ~~construct~~ [processes to establish procedures](#) that ensure students will be placed in precollegiate basic skills coursework only if they are highly unlikely to succeed in the transfer-level coursework and enrollment in the pre-transfer course will improve students' likelihood of success in completing the transfer-level course. Additionally, the Chancellor shall ensure that the District's procedures comply with Title 5 regulations and any precollegiate basic skills (remedial) coursework limitations ~~will~~ [shall](#) be published in the ~~Moreno Valley College, Norco College, and Riverside City College~~ [college catalog\(s\)](#).

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**Date Adopted:** March 17, 2009

**Revised:** \_\_\_\_\_  
(Replaces RCCD Policy 6093)

**Formerly:** 4222

**BP 2225 COURSE REPETITION**

**References:**

Title 5 Sections [55040](#), [55041](#), [55042](#), [55044](#), and [58161](#)

~~The Chancellor, in consultation with the District Academic Senate, shall establish policies and procedures regarding course repetition.~~

Students may repeat courses in which substandard grades (less than "C," and including "FW") were earned. The Board of Trustees ~~will~~ shall establish reasonable limitations on course repetition as ~~described~~ set forth in Administrative Procedure 2225 Course Repetition.

When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history. The most recent grade earned shall be used to compute the GPA.

~~The Chancellor, in consultation with the District Academic Senate, shall establish procedures to implement this policy.~~

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**Date Adopted:** December 9, 2008

**Revised:** May 18, 2010

**Revised:** September 15, 2015

**Revised:** \_\_\_\_\_

**Formerly:** BP 4225

**BP 2230 GRADING AND ACADEMIC RECORD SYMBOLS**

**Reference:**

Title 5 Section 55023

The Chancellor, in consultation with the District Academic Senate, shall establish procedures for using the course grading system established by Title 5.

The course grading system shall be published in the [District's college](#) catalog(s) and made available to students.

[Also see BP/AP 2231 Grade Changes.](#)

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**Date Adopted:** February 26, 2008

**Revised:** \_\_\_\_\_  
(Replaces Policy 5050)

**Formerly:** BP 4230

**BP 2240      ACADEMIC RENEWAL****Reference:**Title 5 Sections [55046](#)

Previously recorded substandard academic performance may be disregarded if it is not reflective of a student's demonstrated ability. The Chancellor, in consultation with District Academic Senate, shall establish procedures that provide for academic renewal.

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**Date Adopted:** April 22, 2008**Revised:** \_\_\_\_\_**Formerly:** 4240

**BP 2250 PROBATION, DISMISSAL, AND READMISSION****References:**

Education Code Section 70902 subdivision (b)(3);  
Title 5 Sections 55031 – 55034

**Probation**

A student shall be placed on academic probation if such student has attempted a minimum of 12 semester units of work and has a cumulative grade point average of less than a "C" (2.0).

A student shall be placed on progress probation if such student has enrolled in a total of at least 12 semester units and the percentage of all units in which the student has enrolled, for which entries of "W", "I", "NC", and "NP" were recorded reaches or exceeds fifty percent (50%).

A student who is placed on probation may ~~submit an appeal for more units~~ in accordance with procedures ~~to be~~ established by the Chancellor, in consultation with the District Academic Senate.

A student on academic probation shall be removed from probation when the student's ~~accumulated cumulative~~ grade point average is 2.0 or higher. A student on progress probation shall be removed from probation when the percentage of units in the categories of "W," "I", "NC", and "NP", drops below fifty percent (50%).

**Dismissal**

A student who is on academic probation shall be subject to dismissal if the student has earned a cumulative grade point average of less than 1.75 in all units attempted in each of three consecutive semesters.

A student who is on progress probation shall be subject to dismissal if the cumulative percentage of units in which the student has been enrolled for which entries of "W", "I", "NC", and "NP", are recorded in at least three consecutive semesters reaches or exceeds fifty percent (50%).

A student who is subject to dismissal may submit a written appeal ~~by completing an online readmit workshop and meeting with a counselor~~ in compliance with administrative procedures. ~~Dismissal may be postponed and the student continued on probation if the student is able to provide evidence that such student's personal and/or academic circumstances have changed in a positive manner.~~

**Readmission**

A student who has been dismissed may [request to](#) be reinstated after an absence of one semester. Readmission may be granted, ~~[denied, or postponed for the term of dismissal](#)~~ according to criteria contained in administrative procedures.

The Chancellor, [in consultation with the District Academic Senate](#), shall develop procedures for the implementation of this policy that comply with the Title 5 requirements.

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**Date Adopted:** September 15, 2009

(Replaces RCCD Policy 6066)

**Revised:** May 17, 2011

**Revised:** \_\_\_\_\_

**Formerly:** 4250

**BP 2270 ATTENDANCE REPORTING**

**References:**

~~Title 5 Sections 51000, et seq.;~~

Education Code Sections 76000 and 84500-;

Title 5 Sections 51000 et seq.

The Chancellor, in consultation with the District Academic Senate and in accordance with State guidelines, shall establish procedures to document all course enrollment, attendance, and disenrollment information. This information will be reported **at least** three (3) times per year in the District's Apportionment Attendance Report (320 Report).

[Also see AP 3075 Course Adds and Drops.](#)

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**Date Adopted:** December 9, 2008  
(Replaces RCCD Policy 6055)

**Revised:** \_\_\_\_\_

**Formerly:** 4270

**BP 2300 FIELD TRIPS, ~~AND~~ EXCURSIONS, ~~AND~~ OTHER ACTIVITIES****References:**

Government Code Section 11139.8;

Title 5 Section 55220

~~The Riverside Community College District supports the concept that many college-sponsored activities require or are significantly enhanced by field trips or excursions remote from the College campus.~~

~~The Chancellor shall establish procedures that regulate the use of District funds for student travel and attendance at conferences and other activities that are performed as a class assignment or co-curricular activity.~~

The Chancellor, in consultation with the District Academic Senate, shall establish procedures that govern the creation of, and regulate the use of District funds for, field trips, excursions or attendance at conferences and other activities in connection with courses of instruction or instructionally related social, educational, cultural, athletic, or band activities to and from places in the state, or any other state, the District of Columbia, or a foreign country for students enrolled in a college. A field trip or excursion to and from a foreign country may be permitted to familiarize students with the language, history, geography, natural sciences, and other studies relative to the district's course of study for the students.

The District may pay for expenses of students participating in a field trip or excursion with auxiliary, grant, or categorical program funds, if the funds are used consistently with the funding source. The expenses of instructors, ~~chaperons~~chaperones, and other personnel traveling with students may also be paid from District funds. No student shall be prevented from taking a field trip or excursion which is integral to the completion of a course because of lack of sufficient funds. To this end the ~~governing board~~Board of Trustees shall coordinate efforts of community service groups to supply funds for students in need of them.

All persons making the field trip-~~or~~, excursion, conference, or other activity shall be deemed to have waived all claims against the district or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip-~~or~~, excursion, conference or other activity. All adults taking out-of-state field trips-~~or~~, excursions, conferences, or activities and all parents or guardians of minor students taking out-of-state field trips-~~or~~, excursions, conferences, or activities shall sign a statement waiving such claims.

Students and staff shall at all times adhere to the standards of conduct applicable to conduct on campus.

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**Date Adopted:** February 26, 2008  
(Replaces Policy 5075/6075/7075)

**Revised:** \_\_\_\_\_

**Formerly:** 4300

**BP 2400 ~~COMMUNITY EDUCATION SERVICES~~ COMMUNITY SERVICES PROGRAMS****References:**

Education Code ~~Sections 70902, 78300, and 79120~~ Section 78300;  
Title 5 Section 55002

The District ~~shall~~ may establish and maintain a community ~~education services program that maintainsservices~~ classes ~~and conferences established~~ in civic, vocational, literacy, health, family and fitness, ~~homemaking~~ consumer sciences, technical, ~~recreational~~ and/or general education, including, but not limited to, classes in the fields of ~~career enrichment, music, dance, drama, art, visual and performing arts, handicraft, home and garden,~~ science, literature, nature study, ~~nature contacting,~~ aquatic sports, and athletics, ~~as well as. These classes designed for children and adolescents including driver education, the arts, academics, sports and fitness.~~

~~The community education services program~~ shall be designed to provide instruction and to contribute to the physical, mental, moral, economic, or civic development of the individuals or groups enrolled in ~~it~~ them.

Community ~~education~~ services ~~courses~~ classes shall be open for admission of adults and of minors who can benefit from the programs.

No General Operating Fund monies (Resource 1000) may be expended to establish or maintain community ~~education~~ services ~~courses~~ classes. Students involved in community ~~education~~ services ~~courses~~ classes shall be charged a fee not to exceed the cost of maintaining the ~~courses~~ classes. ~~Courses~~ classes may also be offered for remuneration by contract or with contributions or donations of individuals or groups.

The District Academic Senate will be notified of class offerings prior to the community services programs schedule being posted. Any ~~course~~ class which that may impact an academic program shall be subject to the review of the District Academic Senate.

Also see AP 2022 Course Approval

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**Date Adopted:** February 26, 2008

**Revised:** \_\_\_\_\_

**Formerly:** 4400

**BP 2550 INSTITUTIONAL PLANNING****References:**

~~ACCJC Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5 (formerly I.B.);~~

Title 5 Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, ~~55400 et seq.~~, 55510, and 56270 et seq.;

~~ACCJC Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5~~

The Chancellor, ~~in consultation with the District Academic Senate~~, shall ensure that the District has and implements a broad-based comprehensive, systematic, and integrated system of planning that involves appropriate segments of the District community and is supported by institutional effectiveness research.

The planning system shall include plans required by law, including, but not limited to the:

- Long Range Educational or Academic Master Plan, which shall be updated periodically as deemed necessary by the ~~governing~~~~Governing~~ Board of ~~Trustees~~;
- Facilities Plan;
- Equal Employment Opportunity Plan;
- ~~Faculty and Staff Diversity Plan~~ Student Equity Plan;
- ~~Matriculation~~
- Student Success and Support Program Plan;
- Transfer Center Plan;
- Cooperative Work Experience Plan; and
- EOPS Plan

The planning system may also include:

- 5-year Strategic Plan;
- Faculty and Staff Diversity Plan

The Chancellor shall submit those plans for which Board approval is required by Title 5 to the Board of Trustees.

The Chancellor shall inform the Board of Trustees about the status of planning and the various plans.

The Chancellor shall ensure the Board of Trustees has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.

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**Date Adopted:** May 15, 2007

**Revised:** April 22, 2008

**Revised:** November 25, 2014 (references only)

**Revised:** \_\_\_\_\_

**Formerly:** 3250

**BP 2102 CAREER AND TECHNICAL EDUCATION PROGRAMS**

**References:**

Title 5 Sections 55600 et seq.; 34 Code of Federal Regulations Part 600; U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended; ACCJC Accreditation Standard II.A.14

Consistent with federal regulations pertaining to federal financial aid eligibility, the Chancellor, in consultation with the District Academic Senate and District Curriculum Committee, shall establish procedures to ensure the District meets the United States Department of Education disclosure and reporting requirements whenever the District intends to add a new gainful employment program. The Chancellor, in consultation with the District Academic Senate, shall ensure procedures exist for establishing advisory committees and assessing student competencies.

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**Date Adopted:** \_\_\_\_\_

**Revised:** N/A

**BP 2103 WORK EXPERIENCE**

**References:**

Title 5 Sections 55250 et seq.

~~In order to fulfil its commitment to student learning, the Riverside Community College District (District) provides a wide range of educational programs and services to its students, one of which is Work Experience.~~

~~To ensure compliance with applicable laws and regulations,~~ the Chancellor, in consultation with the District Academic Senate, shall ~~establish~~ ~~ensure that~~ procedures ~~are written~~ regarding work experience opportunities for ~~District~~ students. Furthermore, the Chancellor shall ensure that the requirements of participation in the program are set forth in the Moreno Valley College, Norco College, and Riverside City College catalogs and published on the District website.

~~See a~~Also see: BP/AP 3160 Student Employment

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**Date Adopted:** \_\_\_\_\_

**Revised:** N/A

**BP 2105 DISTANCE EDUCATION**

**References:**

Title 5 Section 55200 et seq.; U.S. Department of Education Regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended; and 34 Code of Federal Regulations Section 602.17.

The Chancellor, in consultation with the District Academic Senate, shall ~~ensure~~ establish ~~that procedures to ensure effective Distance Education programs exist. are in place to meet the accreditation requirements regarding Distance Education, as well as those of State and Federal statutes.~~

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**Date Adopted:** \_\_\_\_\_

**Revised:** N/A

**BP 2070 COURSE AUDITING AND AUDITING FEES**

**Reference:**

Education Code Section 76370

~~Only under specific circumstances~~

Students may ~~student only~~ audit courses, in accordance with Riverside Community College District ~~Administrative Procedures~~ administrative procedures.

The fee for auditing courses shall be no more than the maximum ~~fee~~ allowed under the Education Code. Students enrolled in classes to receive credit for ten or more semester credit units shall not be charged a fee to audit three or fewer semester units per semester.

No student auditing a course shall be permitted to change ~~his or her~~ such student's enrollment ~~status~~ to receive credit for the course.

Priority in class ~~enrollment~~ enrollments shall be given to students enrolled in the course for credit toward a degree or certificate.

Classroom attendance of students auditing a course shall not be included in computing the apportionment due the Riverside Community College District.

The Chancellor, in consultation with District Academic Senate, shall establish procedures to implement this policy.

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**Date Adopted:** February 26, 2008

**Revised:** \_\_\_\_\_

(Replaces Policy 6057)

**Formerly:** 4070

**BP 2235 CREDIT FOR PRIOR LEARNING**

**Reference:** Title 5 Section 55050

Credit may be earned by students who satisfactorily pass an assessment, determined by faculty in the district-wide discipline, which may include:

- Approved external standardized examinations, such as Advanced Placement (AP), International Baccalaureate (IB), College-Level Examination Program (CLEP)
- Credit by examination
- Evaluation of Joint Services Transcripts (in the case of military service)
- Student-created portfolios
- Industry credentials and experience
- Work-based learning
- High school articulation
- Noncredit or professional development learning

The Chancellor, in consultation with the District Academic Senate, shall establish ~~administrative~~ procedures to implement this ~~Board Policy~~.

Also see AP 2050 Articulation and AP 2236 Advanced Placement Credit.

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**Date Adopted:** February 26, 2008

**Revised:** December 8, 2020

**Revised:** \_\_\_\_\_

**Formerly:** 4235

**BP 2260 — ~~LIMITATIONS ON ENROLLMENT:~~  
REQUISITES, AND ADVISORIES****PRE-REQUISITES, CO-****References:**

Title 5 Sections 55000 and 55003

The Chancellor, in consultation with District Academic Senate, shall establish pre-requisites, co-requisites, ~~advisories, and limitations on enrollment. Pre-requisites and co-requisites can be established for a course when it is highly unlikely that the student will receive a satisfactory grade in the course without certain skills, information or a body of knowledge taught in a different course (or not taught in the class). At a minimum, pre-requisites, co-requisites and advisories and advisories on recommended preparation, a) shall be based on content review, with additional methods of scrutiny being applied depending on the type of pre-requisite, co-requisite or advisory being established; and, b) will be reviewed at least every six (6) years as a part of~~ for courses in the curriculum review process to assure that they remain. All such prerequisites, co-requisites, and advisories shall be established in accordance with the standards set out in Title 5. Any prerequisites, co-requisites, or advisories shall be necessary and appropriate.

The procedure for ~~establishing the limitations on enrollment will, a) assure that courses achieving the purpose for which pre-requisites or co-requisites they are established will be taught in accordance with the course outline of record; and, b).~~ The procedures shall include the basis and process for an individual student to challenge the pre-requisite or co-requisite. All limitations on enrollment will a way in which a prerequisite or co-requisite may be challenged by a student on grounds permitted by law. Prerequisites, co-requisites, and advisories shall be identified in the schedule of classes, district ~~catalogs~~ catalogs, and other publications available to students.

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**Date Adopted:** April 22, 2008

**Revised:** \_\_\_\_\_

(Replaces Policy 6092)

**Formerly:** 4260

**Board of Trustees Regular Meeting  
Tuesday, April 18, 2023 6:00 PM  
District Office, Board Room, 3801 Market Street,  
Riverside CA 92501**

**ORDER OF BUSINESS**

**Pledge of Allegiance**

Pursuant to the [Fifth Addendum to Board Resolution No. 02-21/22](#), students, employees, and visitors are strongly encouraged to use a well-fitted mask while in District facilities, including during attendance at Board meetings in person. Public access to the in-person meeting will begin 30 minutes prior to the start of the meeting. In order to encourage public participation to the greatest extent possible, a continued virtual link will be provided via live streaming [Riverside City College's YouTube Channel](#).

**Submission of Public Comments**

1. Anyone who wishes to make a presentation to the Board on an agenda item in person is requested to complete a "REQUEST TO ADDRESS THE BOARD OF TRUSTEES" card, available from the Public Affairs Officer. Please make sure that the Secretary of the Board has the correct spelling of your name and address to maintain proper records. Comments should be limited to five (5) minutes or less. (This time limit will be doubled for members of the public utilizing a translator to ensure the non-English speaker receives the same opportunity to directly address the Board, unless simultaneous translation equipment is used.)
2. Members of the public may also join the meeting virtually through Zoom to directly voice their comments to the Board. Visit the Board of Trustees page on the RCCD website and complete the form to speak. A link to join the meeting will automatically be sent to you.
3. Written public comments may be sent to [WrittenPublicComments@rccd.edu](mailto:WrittenPublicComments@rccd.edu), which will be read during the public comment portion of the meeting. Submissions by email must be received prior to 4:00 pm the day of the meeting to be included.

Anyone who requires a disability-related modification or accommodation in order to participate in any meeting should contact the Chancellor's Office at (951) 222-8800 as far in advance of the meeting as possible.

Any public records relating to an open session agenda item that is distributed within 72 hours prior to the meeting is available for public inspection at the Riverside Community College District Chancellor's Office, 3rd Floor, 3801 Market Street, Riverside, California, 92501 during regular business hours or [online](#).

**I.COMMENTS FROM THE PUBLIC**

VI.Z. [Other Items](#)

[Surplus Property - Donation](#)

*Recommend ratifying by unanimous vote: (1) declare the property on the attached list to be surplus; (2) find the property does not exceed the total value of \$5,000; and (3) authorize the property to be donated to the Pomona USD.*

[Surplus Property List \(DONATION\)](#)

VI.AA. [Other Items](#)

[Resolution No. 62-22/23 - Authorization to Encumber Funds](#)

*Recommend approving Resolution No. 62-22/23 - Authorization to Encumber Funds.*

[Resolution No. 62-22/23 - Authorization to Encumber Funds](#)

VI.AB. [Other Items](#)

[Proposed Revised Academic Calendar 2023-2024](#)

*Recommend approving the proposed revised academic calendar for 2023-2024 reflecting the addition of voting information per AB 963 – Student Civic and Voter Empowerment Act, and the correction of the César Chávez Day observation date.*

[Academic Calendar 2023-2024 - Voting Info](#)

VII.CONSENT AGENDA INFORMATION

VII.A. [Consent Agenda Information](#)

[Monthly Financial Report for Month Ending – March 31, 2023](#)

*Information Only*

[Monthly Financial Report](#)

VII.B. [Capital Program Executive Summary Report as of March 31, 2023](#)

*Information only*

[CPES Report \(March\)](#)

VIII.BOARD COMMITTEE REPORTS

VIII.A. [Planning, Effectiveness & Governance Committee](#)

[Riverside Community College District Chapter 2 – Academic Affairs Board Policies Update](#)

*Recommend approving the Second Reading and approving the proposed updates to Board Policies Chapter 2 – Academic Affairs.*

[Revised Board Policies - Chapter 2 \(Final\)](#)

[Adopted Board Policies - Chapter 2 \(Final\)](#)

## Board of Trustees Regular Meeting (VIII.A)

Meeting	April 18, 2023
Agenda Item	Planning, Effectiveness & Governance (VIII.A)
Subject	Planning, Effectiveness & Governance Committee Riverside Community College District Chapter 2 – Academic Affairs Board Policies Update
College/District	District
Funding	N/A
Recommended Action	Recommend approving the Second Reading and approving the proposed updates to Board Policies Chapter 2 – Academic Affairs.

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### Background Narrative:

Presented for the Board's approval are board policy updates for portions of Chapter 2 – Academic Affairs.

#### REVISED

The Academic Senate has reviewed the following board policies and recommends the proposed revisions:

BP 2020	Program, Curriculum and Course Development
BP 2025	Criteria for Associate Degree and General Education
BP 2026	Philosophy and Criteria for International Education
BP 2040	Library and Other Instructional Support Services
BP 2050	Articulation
BP 2070	Course Auditing and Auditing Fees
BP 2100	Graduation Requirements for Degrees and Certificates
BP 2220	Standards of Scholarship
BP 2222	Basic Skills/Developmental Education (Remedial Coursework)
BP 2225	Course Repetition
BP 2230	Grading and Academic Record Symbols
BP 2235	Credit for Prior Learning
BP 2240	Academic Renewal
BP 2250	Probation, Dismissal and Readmission
BP 2260	Limitations on Enrollment: Pre-Requisites, Co-Requisites and Advisories
BP 2270	Attendance Reporting
BP 2300	Field Trips and Excursions
BP 2400	Community Education Services
BP 2550	Institutional Planning

#### ADOPTED

The Academic Senate has reviewed the following board policies and recommends their adoption:

BP 2102	Career and Technical Education Programs
BP 2103	Work Experience
BP 2105	Distance Education

Prepared By: Keith Dobyms, General Counsel

**BP 2020 PROGRAM, CURRICULUM, AND COURSE DEVELOPMENT****References:**

Education Code Sections 70901(b), 70902 (b) and 78016;  
Title 5 Sections 51000, 51022, 55002.5, 55100, 55130, and 55150;  
U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended;  
34 Code of Federal Regulations Sections 600.2, 602.24, 603.24, and 668.8;  
ACCJC Accreditation Standards II.A and II.A.9

The Chancellor, in consultation with the District Academic Senate, shall establish procedures for the development and review of all curricular offerings, including their establishment, modification, or discontinuance.

Furthermore, these procedures shall include:

- appropriate involvement of the faculty and Academic Senate in all processes,
- regular review and justification of programs and course descriptions,
- opportunities for training for persons involved in aspects of curriculum development.
- consideration of job market and other related information for career and technical education programs.
- consideration and review of financial and administrative impact.

All new courses, programs, course and program modifications, and course and program discontinuances recommended by the District Curriculum Committee shall be submitted to Board of Trustees for approval.

All new courses and programs shall be submitted to the Office of the Chancellor for the California Community Colleges for approval as required.

Individual degree-applicable credit courses offered as part of a permitted educational program are subject to approval by the Board of Trustees. Non-degree-applicable credit and degree-applicable courses, that are not part of an existing, approved program must satisfy the conditions authorized by Title 5 regulations and are subject to approval by the Board.

**Credit Hour**

Consistent with federal regulations applicable to federal financial aid eligibility, the District shall assess and designate each of its programs as either a “credit hour” program or a “clock hour” program.

The Chancellor, in consultation with the District Academic Senate, will establish procedures which prescribe the definition of “credit hour” consistent with applicable Title 5 and federal regulations, as they apply to community college districts.

The Chancellor will establish procedures to assure that curriculum at the District complies with the definition of “credit hour” or “clock hour”, where applicable. The Chancellor in consultation with the District Academic Senate, shall also establish procedures for using a clock-to-credit hour conversion formula to determine whether a credit hour program is eligible for federal financial aid. The conversion formula is used to determine whether such a credit-hour program has an appropriate minimum number of clock hours of instruction for each credit hour it claims.

The definition of “credit hour” and “clock hour” and the procedure for using a clock-to-credit hour conversion formula can be found in the Student Attendance Accounting Manual at the CCCCCO.

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**Date Approved:** May 15, 2007

**Revised:** April 22, 2008

**Revised:** August 20, 2013

**Revised:** November 25, 2014 (references only)

**Revised:** January 17, 2017

**Revised:** \_\_\_\_\_

**Formerly:** 4020

**BP 2025 PHILOSOPHY AND CRITERIA FOR ASSOCIATE DEGREE AND  
GENERAL EDUCATION****References:**

Title 5 Section 55061;  
ACCJC Accreditation Standard II.A

Courses that are designated to fulfill the general education and depth requirements shall meet the following philosophy.

The awarding of an Associate degree is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of the college to lead students through patterns of learning experiences designed to develop certain capabilities and insights. Among these are 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. In addition to these accomplishments, the student shall possess sufficient depth in some field of knowledge to contribute to lifetime interest.

Central to an Associate degree, general education is designed to introduce students to the variety of means through which people comprehend the modern world. It reflects the conviction of colleges that those who receive their degrees must possess in common certain basic principles, concepts, and methodologies both unique to and shared by the various disciplines. College-educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the culture, and the society in which they live.

In establishing or modifying a general education program, ways shall be sought to create coherence and integration among the separate requirements. It is also desirable that general education programs involve students actively in examining values inherent in proposed solutions to major societal problems.

The Chancellor, in consultation with District Academic Senate, shall establish procedures to assure that courses used to fulfill general education and Associate degree requirements meet the standards in this policy.

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**Date Adopted:** May 15, 2007

**Revised:** April 22, 2008

**Revised:** November 25, 2014 (references only)

**Revised:** \_\_\_\_\_

**Formerly:** 4025

**BP 2026 PHILOSOPHY AND CRITERIA FOR INTERNATIONAL  
EDUCATION**

**Reference:**

Education Code Section 66015.7

Recognizing the value of educational experiences in a foreign country, the Board of Trustees endorses and supports the concept of international education. Students at Riverside Community College District will be provided, as resources permit, the opportunity to study outside the United States through the Study Abroad Program.

Riverside Community College District also will encourage the presence of qualified students from other countries to inspire an appreciation for differences among cultures and a deeper understanding of the values and perspectives of other people and will facilitate faculty exchange and collaborative partnership programs with institutions in other countries.

The Chancellor, in consultation with District Academic Senate, shall establish procedures to implement this policy.

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**Date Adopted:** February 26, 2008

**Revised:** \_\_\_\_\_  
(Replaces Policy 5100)

**Formerly:** 4026

**BP 2040 LIBRARY SERVICES****References:**

Education Code Section 78100;  
Civil Code Section 1798.90;  
ACCJC Accreditation Standard II.B;  
ALA Library Bill of Rights;  
ALA Freedom to Read;  
ALA Freedom to View

The Riverside Community College District shall have library services that are an integral part of the colleges' educational programs and will comply with the requirements of the Reader Privacy Act.

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**Date Adopted:** May 15, 2007

**Revised:** September 18, 2012

**Revised:** June 16, 2015

**Revised:** March 29, 2021

**Revised:** \_\_\_\_\_

(Replaces Policy 7036)

**Formerly:** 4040

**BP 2050    ARTICULATION**

**References:**

Education Code Sections 66720 – 66749.8;  
Title 5 Section 51022(b);  
ACCJC Accreditation Standard II.A.10

The Chancellor, in consultation with the District Academic Senate, shall establish procedures that ensure appropriate articulation of the District's educational programs and courses with baccalaureate programs, proximate high schools and other educational institutions as appropriate.

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Date Adopted: May 15, 2007  
Revised: September 16, 2008  
Revised: November 25, 2014 (references only)  
Revised: \_\_\_\_\_  
(Replaces Policy 5110)  
Formerly: 4050

**BP 2070      COURSE AUDITING AND AUDITING FEES**

**Reference:**

Education Code Section 76370

Students may only audit courses in accordance with Riverside Community College District administrative procedures.

The fee for auditing courses shall be no more than the maximum fee allowed under the Education Code. Students enrolled in classes to receive credit for ten or more semester credit units shall not be charged a fee to audit three or fewer semester units per semester.

No student auditing a course shall be permitted to change such student's enrollment status to receive credit for the course.

Priority in class enrollments shall be given to students enrolled in the course for credit toward a degree or certificate.

Classroom attendance of students auditing a course shall not be included in computing the apportionment due the Riverside Community College District.

The Chancellor, in consultation with District Academic Senate, shall establish procedures to implement this policy.

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**Date Adopted:** February 26, 2008

**Revised:** \_\_\_\_\_  
(Replaces Policy 6057)

**Formerly:** 4070

**BP 2100 GRADUATION REQUIREMENTS FOR DEGREES AND  
CERTIFICATES****References:**

Education Code Section 70902 (b)(3);  
Title 5 Sections 55060 et seq., and 53200 (b)

The Colleges grant the degrees of Associate in Arts, Associate in Science, and Associate Degrees for Transfer to those students who have completed the subject requirements for graduation and who have maintained a 2.0 grade point average in subjects attempted. Students must also complete the general education, residence, and competency requirements set forth in Title 5 regulations.

Students may be awarded a Certificate of Achievement and participate in a graduation ceremony upon successful completion of a minimum of 16 or more semester units of degree-applicable coursework designed as a pattern of learning experiences to develop certain capabilities that may be oriented to career or general education.

The Chancellor, in consultation with the District Academic Senate and District Curriculum Committee, shall establish procedures to determine degree and certificate requirements. The procedures shall assure that graduation requirements are published in each college's catalog and included in other resources that are convenient for students.

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**Date Adopted:** April 22, 2008**Revised:** May 16, 2017**Revised:** February 18, 2020**Revised:** \_\_\_\_\_**Formerly:** 4100

**BP 2220 STANDARDS OF SCHOLARSHIP****References:**

Education Code Section 70902 subdivision (b)(3);  
Title 5 Sections 51002, 55020 et seq., 55030 et seq., 55040 et seq., and 55050 et seq.

The Chancellor, in consultation with the District Academic Senate and the District Academic Standards Committee, shall establish procedures for standards of scholarship consistent with the provisions of Title 5 and Board Policy.

The procedures shall address: grading practices, pass/no pass options, credit for prior learning, standards for probation and dismissal, remedial course work, academic record symbols, grade point average, grade changes, course repetition, academic renewal, probation and dismissal, and alternative methods of awarding credit.

The procedures can be found below and shall be published in the college catalog(s).

Also see BP/AP 2100 Graduation Requirements for Degrees and Certificates,  
BP/AP 2222 Remedial Coursework,  
BP/AP 2225 Course Repetition,  
BP/AP 2230 Grading and Academic Record Symbols,  
BP/AP 2231 Grade Changes,  
BP/AP 2235 Credit for Prior Learning,  
BP/AP 2240 Academic Renewal,  
BP/AP 2250 Probation, Dismissal, and Readmission,  
AP 2255 Dismissal and Readmission. (To be linked to BP 2250)

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**Date Adopted:** December 9, 2008

**Revised:** January 17, 2017 (reference only)

**Revised:** \_\_\_\_\_

**Formerly:** 4220

**BP 2222      PRECOLLEGIATE BASIC SKILLS EDUCATION**  
**(Remedial Coursework)**

**References:**

Education Code Section 78213;  
Title 5 Section 55035;  
ACCJC Accreditation Standard II.A.4

The Chancellor, in consultation with District Academic Senate, shall establish procedures that ensure students will be placed in precollegiate basic skills coursework only if they are highly unlikely to succeed in the transfer-level coursework and enrollment in the pre-transfer course will improve students' likelihood of success in completing the transfer-level course. Additionally, the Chancellor shall ensure that the District's procedures comply with Title 5 regulations and any precollegiate basic skills (remedial) coursework limitations shall be published in the college catalog(s).

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**Date Adopted:** March 17, 2009

**Revised:** \_\_\_\_\_  
(Replaces RCCD Policy 6093)

**Formerly:** 4222

**BP 2225 COURSE REPETITION**

**References:**

Title 5 Sections 55040, 55041, 55042, 55044, and 58161

Students may repeat courses in which substandard grades (less than "C," and including "FW") were earned. The Board of Trustees shall establish reasonable limitations on course repetition as set forth in Administrative Procedure 2225 Course Repetition.

When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history. The most recent grade earned shall be used to compute the GPA.

The Chancellor, in consultation with the District Academic Senate, shall establish procedures to implement this policy.

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**Date Adopted:** December 9, 2008

**Revised:** May 18, 2010

**Revised:** September 15, 2015

**Revised:** \_\_\_\_\_

**Formerly:** BP 4225

**BP 2230 GRADING AND ACADEMIC RECORD SYMBOLS**

**Reference:**

Title 5 Section 55023

The Chancellor, in consultation with the District Academic Senate, shall establish procedures for using the course grading system established by Title 5.

The course grading system shall be published in the college catalog(s) and made available to students.

Also see BP/AP 2231 Grade Changes.

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**Date Adopted:** February 26, 2008

**Revised:** \_\_\_\_\_  
(Replaces Policy 5050)

**Formerly:** BP 4230

**BP 2235 CREDIT FOR PRIOR LEARNING**

**Reference:** Title 5 Section 55050

Credit may be earned by students who satisfactorily pass an assessment, determined by faculty in the district-wide discipline, which may include:

- Approved external standardized examinations, such as Advanced Placement (AP), International Baccalaureate (IB), College-Level Examination Program (CLEP)
- Credit by examination
- Evaluation of Joint Services Transcripts (in the case of military service)
- Student-created portfolios
- Industry credentials and experience
- Work-based learning
- High school articulation
- Noncredit or professional development learning

The Chancellor, in consultation with the District Academic Senate, shall establish procedures to implement this policy.

Also see AP 2050 Articulation and AP 2236 Advanced Placement Credit.

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**Date Adopted:** February 26, 2008

**Revised:** December 8, 2020

**Revised:** \_\_\_\_\_

**Formerly:** 4235

**BP 2240      ACADEMIC RENEWAL****Reference:**

Title 5 Section 55046

Previously recorded substandard academic performance may be disregarded if it is not reflective of a student's demonstrated ability. The Chancellor, in consultation with District Academic Senate, shall establish procedures that provide for academic renewal.

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**Date Adopted:** April 22, 2008**Revised:** \_\_\_\_\_**Formerly:** 4240

**BP 2250 PROBATION, DISMISSAL, AND READMISSION**

**References:**

Education Code Section 70902 subdivision (b)(3);  
Title 5 Sections 55031 – 55034

**Probation**

A student shall be placed on academic probation if such student has attempted a minimum of 12 semester units of work and has a cumulative grade point average of less than a "C" (2.0).

A student shall be placed on progress probation if such student has enrolled in a total of at least 12 semester units and the percentage of all units in which the student has enrolled, for which entries of "W", "I", "NC", and "NP" were recorded reaches or exceeds fifty percent (50%).

A student who is placed on probation may appeal in accordance with procedures established by the Chancellor, in consultation with the District Academic Senate.

A student on academic probation shall be removed from probation when the student's cumulative grade point average is 2.0 or higher. A student on progress probation shall be removed from probation when the percentage of units in the categories of "W," "I", "NC", and "NP", drops below fifty percent (50%).

**Dismissal**

A student who is on academic probation shall be subject to dismissal if the student has earned a cumulative grade point average of less than 1.75 in all units attempted in each of three consecutive semesters.

A student who is on progress probation shall be subject to dismissal if the cumulative percentage of units in which the student has been enrolled for which entries of "W", "I", "NC", and "NP", are recorded in at least three consecutive semesters reaches or exceeds fifty percent (50%).

A student who is subject to dismissal may submit a written appeal in compliance with administrative procedures.

**Readmission**

A student who has been dismissed may request to be reinstated after an absence of one semester. Readmission may be granted according to criteria contained in administrative procedures.

The Chancellor, in consultation with the District Academic Senate, shall develop procedures for the implementation of this policy that comply with the Title 5 requirements.

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**Date Adopted:** September 15, 2009

(Replaces RCCD Policy 6066)

**Revised:** May 17, 2011

**Revised:** \_\_\_\_\_

**Formerly:** 4250

**BP 2260 PRE-REQUISITES, CO- REQUISITES, AND ADVISORIES****References:**

Title 5 Sections 55000 and 55003

The Chancellor, in consultation with District Academic Senate, shall establish pre-requisites, co-requisites, and advisories on recommended preparation for courses in the curriculum. All such prerequisites, co-requisites, and advisories shall be established in accordance with the standards set out in Title 5. Any prerequisites, co-requisites, or advisories shall be necessary and appropriate for achieving the purpose for which they are established. The procedures shall include a way in which a prerequisite or co-requisite may be challenged by a student on grounds permitted by law. Prerequisites, co-requisites, and advisories shall be identified in the schedule of classes, district catalogs, and other publications available to students.

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**Date Adopted:** April 22, 2008

**Revised:** \_\_\_\_\_  
(Replaces Policy 6092)

**Formerly:** 4260

**BP 2270 ATTENDANCE REPORTING**

**References:**

Education Code Sections 76000 and 84500;  
Title 5 Sections 51000 et seq.

The Chancellor, in consultation with the District Academic Senate and in accordance with State guidelines, shall establish procedures to document all course enrollment, attendance, and disenrollment information. This information will be reported at least three (3) times per year in the District's Apportionment Attendance Report (320 Report).

Also see AP 3075 Course Adds and Drops.

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**Date Adopted:** December 9, 2008  
(Replaces RCCD Policy 6055)

**Revised:** \_\_\_\_\_

**Formerly:** 4270

**BP 2300 FIELD TRIPS, EXCURSIONS, AND OTHER ACTIVITIES****References:**

Government Code Section 11139.8;  
Title 5 Section 55220

The Chancellor, in consultation with the District Academic Senate, shall establish procedures that govern the creation of, and regulate the use of District funds for, field trips, excursions or attendance at conferences and other activities in connection with courses of instruction or instructionally related social, educational, cultural, athletic, or band activities to and from places in the state, or any other state, the District of Columbia, or a foreign country for students enrolled in a college. A field trip or excursion to and from a foreign country may be permitted to familiarize students with the language, history, geography, natural sciences, and other studies relative to the district's course of study for the students.

The District may pay for expenses of students participating in a field trip or excursion with auxiliary, grant, or categorical program funds, if the funds are used consistently with the funding source. The expenses of instructors, chaperones, and other personnel traveling with students may also be paid from District funds. No student shall be prevented from taking a field trip or excursion which is integral to the completion of a course because of lack of sufficient funds. To this end the Board of Trustees shall coordinate efforts of community service groups to supply funds for students in need of them.

All persons making the field trip, excursion, conference, or other activity shall be deemed to have waived all claims against the district or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip, excursion, conference or other activity. All adults taking out-of-state field trips, excursions, conferences, or activities and all parents or guardians of minor students taking out-of-state field trips, excursions, conferences, or activities shall sign a statement waiving such claims.

Students and staff shall at all times adhere to the standards of conduct applicable to conduct on campus.

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**Date Adopted:** February 26, 2008  
(Replaces Policy 5075/6075/7075)

**Revised:** \_\_\_\_\_  
**Formerly:** 4300

**BP 2400 COMMUNITY SERVICES PROGRAMS****References:**

Education Code Section 78300;  
Title 5 Section 55002

The District may establish and maintain community services classes in civic, vocational, literacy, health, family and consumer sciences, technical, and/or general education, including, but not limited to, classes in the fields of visual and performing arts, handicraft, science, literature, nature study, nature contacting, aquatic sports, and athletics. These classes shall be designed to provide instruction and to contribute to the physical, mental, moral, economic, or civic development of the individuals or groups enrolled in them.

Community services classes shall be open for admission of adults and of minors who can benefit from the programs.

No General Operating Fund monies (Resource 1000) may be expended to establish or maintain community services classes. Students involved in community services classes shall be charged a fee not to exceed the cost of maintaining the classes. Classes may also be offered for remuneration by contract or with contributions or donations of individuals or groups.

The District Academic Senate will be notified of class offerings prior to the community services programs schedule being posted. Any class that may impact an academic program shall be subject to the review of the District Academic Senate.

Also see AP 2022 Course Approval

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**Date Adopted:** February 26, 2008

**Revised:** \_\_\_\_\_

**Formerly:** 4400

**BP 2550 INSTITUTIONAL PLANNING****References:**

Title 5 Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, 55510, and 56270 et seq.;  
ACCJC Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5

The Chancellor, in consultation with the District Academic Senate, shall ensure that the District has and implements a broad-based comprehensive, systematic, and integrated system of planning that involves appropriate segments of the District community and is supported by institutional effectiveness research.

The planning system shall include plans required by law, including, but not limited to the:

- Long Range Educational or Academic Master Plan, which shall be updated periodically as deemed necessary by the Board of Trustees;
- Facilities Plan;
- Equal Employment Opportunity Plan;
- Student Equity Plan;
- Student Success and Support Program Plan;
- Transfer Center Plan;
- Cooperative Work Experience Plan; and
- EOPS Plan

The planning system may also include:

- 5-year Strategic Plan;
- Faculty and Staff Diversity Plan

The Chancellor shall submit those plans for which Board approval is required by Title 5 to the Board of Trustees.

The Chancellor shall inform the Board of Trustees about the status of planning and the various plans.

The Chancellor shall ensure the Board of Trustees has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.

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**Date Adopted:** May 15, 2007

**Revised:** April 22, 2008

**Revised:** November 25, 2014 (references only)

**Revised:** \_\_\_\_\_

**Formerly:** 3250

**BP 2102 CAREER AND TECHNICAL EDUCATION PROGRAMS****References:**

Title 5 Sections 55600 et seq.; 34 Code of Federal Regulations Part 600; U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended; ACCJC Accreditation Standard II.A.14

Consistent with federal regulations pertaining to federal financial aid eligibility, the Chancellor, in consultation with the District Academic Senate and District Curriculum Committee, shall establish procedures to ensure the District meets the United States Department of Education disclosure and reporting requirements whenever the District intends to add a new gainful employment program. The Chancellor, in consultation with the District Academic Senate, shall ensure procedures exist for establishing advisory committees and assessing student competencies.

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**Date Adopted:** \_\_\_\_\_**Revised:** N/A

**BP 2103 WORK EXPERIENCE**

**References:**

Title 5 Sections 55250 et seq.

The Chancellor, in consultation with the District Academic Senate, shall establish procedures regarding work experience opportunities for students. Furthermore, the Chancellor shall ensure that the requirements of participation in the program are set forth in the Moreno Valley College, Norco College, and Riverside City College catalogs and published on the District website.

Also see BP/AP 3160 Student Employment

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**Date Adopted:** \_\_\_\_\_

**Revised:** N/A

**BP 2105 DISTANCE EDUCATION**

**References:**

Title 5 Section 55200 et seq.; U.S. Department of Education Regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended; and 34 Code of Federal Regulations Section 602.17.

The Chancellor, in consultation with the District Academic Senate, shall establish procedures to ensure effective Distance Education programs exist.

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**Date Adopted:** \_\_\_\_\_

**Revised:** N/A