



Education Policy Minutes



Facilitator: Carlos Maruri

Recorder: Jennifer Hill

Date: May 12, 2021

Time: 1:00 p.m. - 2:00 p.m.

Location: [Zoom](#)

Vision: Compton College will be the leading institution of student learning and success in higher education.
Mission Statement: Compton College is a welcoming and inclusive community where diverse students are supported to pursue and attain student success. Compton College provides solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for completion of programs of study, transition to a university, and securing living-wage employment.

ATTENDEES:		
X Domenic Capozzolo	Kendahl Radcliffe	X Minodora Moldoveanu
X Jennifer Hill	X Andree Valdry	X Carlos Maruri
Melain McIntosh	X Holly Schumacher	Clifford Seymour
X Janette Morales	X Tom Norton	Guests: Sheri Berger

- 1) **Call to Order:** Meeting called to order at 1:05 PM. Carlos posted the agenda in advance on the Ed. Policy webpage.
- 2) **Approval of Agenda:** Holly motioned to approve the agenda with changes. Andree seconded. Approved.
- 3) **Review and Approval of Previous Meeting Minutes:** Holly moved to approve the minutes as corrected. Domenic seconded. Approved.
- 4) **Unfinished business:**
 - a. **Third Read: BP/AR 4100 - Graduation Requirement for Degree and Certificates (See Appendix A, pages 5-6.)** These are particularly complex items, so Carlos felt both policies should have a third read. Regarding AR 4100, there were a few issues with the new course substitution form/waiver form and the repeatability form and who signs them. Holly suggested we should be more clear and consistent, and Carlos made some minor changes to be sure the AR/BP were consistent as noted in the attached documents. Andree made a motion to approve and forward to senate. Domenic seconded. Approved.
 - b. **Second Read: BP 4106 - Nursing Program (See Appendix B, page 8.)** The group recommends that we leave the language stating that students will receive application points for second language proficiency, as is the case at other California community colleges. Minodora moved to approve and forward to Senate. Domenic seconded. Motion carried.
 - c. **Second Read: BP/AR 4225 - Course Repetition (See Appendix C, pages 9-15.)** Carlos suggested that we add the applicable policy to the bottom as noted in the attached BP document. In the AR, courses we don't offer were removed, i.e., course titles containing lowercase-letters. We added the line that all courses are considered repeatable unless otherwise stated. Sheri suggested we also add Title Five language on repeatability as noted [here](#), [here](#), [here](#) and [here](#), as this is a uniquely dense topic. See the document for other changes and details. Holly made a motion to bring this back for a third read. Tom seconded.

- d. **Second Read: AR/BP 4250 - Probation, Dismissal and Readmission (See Appendix D, pages 16-20.)** In the BP we added language on units and GPA with regard to probation as noted in the attached document. When we were partnered with ECC, students below 50 percent completion or three terms below 2.0 GPA were eligible for dismissal; however, the preferred approach at Compton is for students to receive consideration upon improvement even if they do not quite make the threshold to leave probation in that third term. The appeal is always approved in this case, but the form still must be submitted. In the AR, we discussed notification of the student, probation levels, etc. Carlos noted that we do have a reinstatement committee. See the document for details. Tom made a motion to approve and forward to the Senate. Holly seconded. Approved.

5) New Action Items:

- a. **First Read: BP 5052 – Open Enrollment: (Appendix E, page 21)** This is fairly straightforward and brief. Holly suggested that we place a revision date for complete records, but no other changes were made. Minodora made a motion to close. Holly seconded.
- b. **First Read: BP 4245 – Academic Rank: (Appendix F, page 22)** The Senate last reviewed this in January 2020. Carlos noted that no other schools have an AR on this topic. Holly suggested we do not need an AR, and that perhaps we should strike the reference to it in the BP. Minodora made a motion to close. Tom seconded.
- c. **First Read: AR 7211 –Faculty Service Areas, Minimum Qualifications, and Equivalencies: (Appendix G, page 24)** Holly pointed out that the [CCCD's AB-1725 Employment Standards Policy and Procedures document](#) is an entire manual on this issue that was extensively negotiated by the Union and the Senate many years back. (Note: this link may not be the most up-to-date version.) It discusses FSA equivalency and competency procedures in great detail. There's a reference to this document in our contract. Everyone agreed that we should review before we proceed.
- d. **Unreviewed policies:** Carlos noted that we will be unable to complete review of policy numbers 4227, 2510, 7122, and 7160 this semester. Minodora said we can get to these in the fall.

6) Future Agenda Items:

- a. Fall 2021 BP/AR Read Schedule

7) Public Comment via Brown Act: None

8) Adjournment: Meeting adjourned at 2:07 p.m.

Next Scheduled Meeting (Final of Spring 2021): May 26, 2021

Spring 2021 BP/AR Schedule

BP/AR/AP Title	Accompanying BP/AR/AP	Last Updated/ Reviewed	Deadline for Board Review
Board Policy 4055 - Academic Accommodations for Students with Disabilities		17-Apr-18	17-Mar-21
Administrative Regulation 4240 Academic Renewal	BP 4240 - Academic Renewal	17-Apr-18	17-Mar-21
Board Policy 4240 - Academic Renewal	AR 4240 - Academic Renewal	17-Apr-18	17-Mar-21
Board Policy 4070 - Course Auditing and Auditing Fees	AR 4070 Course Auditing and Auditing Fees	17-Apr-18	14-Apr-21
Board Policy 4222 - Limitation to Remedial Coursework		15-May-18	14-Apr-21
Board Policy 4230 - Grading and Academic Record Symbols	AR 4230 - Grading and Academic Record Symbols	19-Jun-18	14-Apr-21
Administrative Regulation 4021 - Program Discontinuance	BP 4021 - Program Discontinuance	15-May-18	14-Apr-21
Administrative Regulation 4070 - Course Auditing and Auditing Fees	BP 4070 - Course Auditing Fees		14-Apr-21
Administrative Regulation 4230 - Grading and Academic Record Symbols	BP 4230 - Grading and Academic Record Symbols		14-Apr-21
Board Policy 4100 - Graduation Requirement for Degree and Certificates	AR 4102, AR 4103, AR 4105	19-Jun-18	12-May-21

Board Policy 4106 - Nursing Program		19-Jun-18	12-May-21
Board Policy 4225 - Course Repetition	AR 4225 - Course Repetition Procedure	19-Jun-18	12-May-21
Board Policy 4250 - Probation, Dismissal and Readmission	AR 4250 - Probation, Dismissal and Readmission	19-Jun-18	12-May-21
Board Policy 5052 - Open Enrollment		19-Jun-18	12-May-21
Administrative Regulation 4100 - Graduation Requirements for Degrees and Certificates	BP 4100 - Graduation Requirement for Degree and Certificate		12-May-21
Administrative Regulation 4225 Course Repetition Procedure	BP 4225 - Course Repetition Procedure	19-Jun-18	12-May-21
Administrative Regulation 4245 Academic Rank	BP 4245 - Academic Rank		12-May-21
Administrative Regulation 4250 - Probation, Dismissal, and Readmission	BP 4250 - Probation, Dismissal, and Readmission		12-May-21
Administrative Regulation 7211 - Administrative Regulation Equivalency	BP 7120 - Recruitment and Selection		12-May-21
Administrative Regulation 4227 - Repeatable Courses	BP 4225 - Course Repetition Procedure	17-Jul-18	16-Jun-21



BP 4100 [CM1][HS2] **Graduation Requirement for Degrees and Certificates**

Issued: June 19, 2018
Reviewed: May 18, 2021

References:

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

The District grants the degrees of Associate ~~in~~-of Arts, Associate ~~in~~-of Science, Associate in Arts for Transfer (AA-T), and Associate in Science for Transfer (AS-T)[CM3] 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 and competency requirements set forth in Title 5 regulations[CM4][HS5]. Students may be awarded multiple degrees provided that minimum requirements are satisfactorily met for each degree.

Students may be awarded Certificates of Achievement upon successful completion of a minimum of 16 or more semester units of degree-applicable coursework designed as a pattern of learning experiences ~~designed~~[HS6] to develop certain capabilities that may be related to career or general education[CM7][CM8][CM9].

~~ADD Certificates of Accomplishment~~ Students may be awarded Certificates of Accomplishment upon successful completion fewer than 16 units of degree-applicable coursework designed as a pattern of learning experiences [HS10] to develop certain capabilities that may be related to career. Note: Certificates of Accomplishments are not noted on a student's transcript.

~~ADD Certificate of Completion/Competency (non-credit)~~ Students may be awarded Certificates of Completion/Competency upon successful completion of a sequence noncredit coursework designed prepare students for employment or to be successful in college-level coursework.

~~The President/CEO shall establish procedures to determine degree and certificate requirements that include appropriate involvement of the Academic Senate.~~ [HS11] Procedures for implementing this policy will be developed in collegial consultation with the Academic Senate. The procedures shall assure that graduation requirements are published in the College Catalog and included in other resources that are convenient for students.



**AR [CM1]4100 Graduation Requirement for Degrees
and Certificates**

Issued: April 20, 2021
Reviewed: May 18, 2021

References:

Title 5 Sections 55060 et seq.

For the purposes of meeting degree or certificate requirements, students may elect to meet the requirements of either:

- The catalog that was in effect at the time they began and maintained continuous enrollment at Compton College; or
- The catalog that is in effect at the time they file an application for a degree or certificate

For degree and certificate purposes, continuous enrollment is defined as enrolling at Compton College at least one semester (fall or spring), each academic year and receiving a letter grade, “W” (Withdrawal), CR/NC (Credit/No Credit, or Pass/No Pass on the transcript.

1. Graduation requirements for degrees include:

- a. Satisfactory completion of at least 60 semester units of college work. “College work” is defined as courses acceptable toward the associate degree including those that have been properly approved pursuant to Title 5, Section 55002(a) at a California Community College.
 - i. Courses taken at a California Community College may be used to satisfy general education and/or major requirements.
 - ii. If ~~the~~^[HS2]-a course is offered at Compton College, but the originating California Community College uses it in a different area than Compton College, the course will be used in the area that benefits the student.
 - iii. If ~~the~~-a course is not offered at Compton College, the college will honor the course in the same general education area in which the originating California Community College places the course.
 - iv. Courses taken at other than a California Community College^[HS3] may satisfy general education and/or major requirements if the institution is accredited by one of the regional accrediting associations and the scope and rigor of the course meets the guidelines set forth by the college.
 - v. If there is doubt of the reasonable application, the course(s) must be approved by the discipline faculty ~~and/or the dean of the~~ division in which the course(s) in question would normally be placed.^{[HS4][CM5][CM6][CM7]}
- b. Completion of at least 18 semester units in general education and at least 18 semester units in which a grade of C or better has been earned in a major listed in the Community Colleges’ “Taxonomy of Programs.” The general education requirements must include a minimum number of units as specified in the college catalog in the natural sciences, social and behavioral sciences, humanities, and language and rationality. Ethnic studies must be integrated within general education offerings.
- c. Completion of at least 12 semester units of study in residence within requirements for either the general education and/or major.
- d. Demonstrated competence in reading, written expression, and mathematics.

2. Students may receive credit for knowledge or skills to be counted toward satisfaction of the requirements for an associate degree as defined in Policy 4235 – Credit by Exam. Advanced Placement Exams with a score of 3, 4, or 5 may be used toward general education as approved by the Academic Senate for California Community Colleges document entitled “Standardized Template for Advanced Placement Examination Information.” Credit may be used towards specific courses as determined by the faculty and listed in the college catalog.
3. District policies and procedures regarding general education and degree requirements are published in the college catalog and are filed with the State Chancellor’s Office.
4. Requirements for Certificates of Achievement include^[CM8]:
 - a. Successful completion of a course of study or curriculum that consists of ~~18~~^[CM9]~~16~~ or more semester units of degree-applicable credit coursework. The certificate of achievement shall be designed to demonstrate that the student has completed coursework and developed capabilities relating to career or general education.
 - i. Individual certificates specifically state the required number of units that must be completed at Compton College in the Catalog.
 - b. Content and assessment standards that ensure the certificate programs are consistent with the mission of the Compton Community College District.
 - c. Shorter credit programs that lead to a certificate may be established by the District. Certificates for which the State Chancellor’s approval is not sought may be given any name or designation deemed appropriate except for certificate of achievement, certificate of completion, or certificate of competency.
5. Students qualifying for more than one AA, AS, or ADT degree will receive each diploma and have them posted on their transcripts.
6. Students qualifying for more than one certificate of achievement will receive each certificate and have them posted on their transcripts.
7. A degree or certificate may be rescinded if it has been determined through a criminal or civil proceeding or through a violation of the student code of conduct that the degree or certificate was obtained through fraudulent means.



BP 4106 Nursing Program

Issued: June 19, 2018

References:

Education Code §§66055.8, 66055.9, 70101-70107, 70120, 70124, 70125, 70128.578260, 78261, 78261.3, 78261.5, 87482, 89267, 89267.3, 92645

Title 5 §§55060, et seq., 55521

Health and Safety Code §128050

Nursing students who have already earned a baccalaureate or higher degree from a regionally accredited institution of higher learning are not required to complete any general education requirements that may be required for an associate degree. Instead, these students only need to complete the coursework necessary for licensing as a registered nurse. Prerequisite science courses must comply with the nursing program regency clause of not exceeding seven years. Required science courses that are older than seven years must be re-taken.

The District shall utilize criteria published on the nursing program’s website and in the current college catalog in addition to the following when screening nursing students:

- Academic degrees or diplomas, or relevant certificates, held by the applicant;
 - Grade point average in relevant coursework;
 - Life experiences or special circumstances of an applicant;
 - Any relevant work or volunteer experience; and
 - Proficiency or advanced level coursework in languages other than English.
- [CM1][CM2] • Achievement of a successful passing score on the ATI TEAS examination.

Nursing students are subject to all policies, regulations, and guidelines outlined in the Associate Degree Nursing (ADN) Student Handbook published by the Compton College Nursing Program.



BP 4225 Course Repetition

Issued: June 19, 2018^[CM1]

Revised: June 15, 2021

Reference:

Title 5, Sections 53200, 55000, 55024, 55040, 55041, 55042, 55044-55045, 58161^[CM2]

The President/CEO or designee, relying primarily on faculty expertise, will have the authority to develop and implement policy and procedures with regards to repeatable and non-repeatable courses. Such policies and procedures will be developed in accordance with state, federal and/or district regulations.

Repeatable courses ~~with the designation of “ab, abc, or abcd”~~ may be taken more than once for credit. Compton College designates as repeatable courses for which repetition is necessary to meet the lower-division major requirements of CSU or UC for completion of a Bachelor's Degree, intercollegiate athletics and related conditioning courses, and intercollegiate academic or vocational competition courses.

Non-repeatable courses may be taken only once for credit. Students may retake a non-repeatable course in which they have received a substandard grade (D, F, NP or NC) or Withdrawal (W) only once before college intervention.

Under special circumstances, students may repeat courses in which a grade of C or better was earned. These special circumstances and other specific exceptions to the above policies are detailed in administrative procedures.

When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

Procedures for implementing the policy will be developed in collegial consultation with the Academic Senate.

^[CM3] Applicable Administrative Regulation:
AR 4225 Course Repetition



AR 4225 Course Repetition Procedure

Issued: June 19, 2018^[CM1]
Revised: June 15, 2021

References^[CM2]:

Title 5, Sections 55040, 55045, 55252, 55253, 56029, 58161

Students may retake a non-repeatable course in which they have one unsuccessful attempt only once without college intervention. An unsuccessful attempt occurs when a student receives a Withdrawal (W) or a substandard grade (D, F, NP or NC). Students may retake a non-repeatable course in which they have two unsuccessful attempts only after completing college intervention. Repeatable courses may be repeated per the education code and the district policy.

In general, students are not permitted to repeat courses in which they have earned a grade of A, B, C, or CR except as described below in section V for Special Circumstances.

I. Non-Repeatable Courses

Non-Repeatable courses are those listed in the College Catalog that do not have lowercase letters in the course number. ^[CM3](Examples of non-repeatable courses include History 101, English 1A (101), and Political Science 1 (101).) All courses are considered non-repeatable unless otherwise states in the College Catalog (noted in course description)

A. Original Attempt (first attempt)

1. If a substandard grade or a “W” is received, the student may retake that course.
2. If a student receives a passing grade, a retake is not allowed unless provided under special circumstances.

B. Second Attempt (first retake)

1. If a student receives a substandard grade or a “W^[CM4]” on the first attempt, a retake is permissible.
2. A passing or substandard grade received in the retake shall replace the original grade and credit in the calculation of the grade point average. This will be annotated on the student’s academic transcript^[CM5].
3. The original grade, alleviated by the new grade, must remain on the student’s academic transcript.
4. If a “W” is received on the second attempt, no grade alleviation would apply.

C. Third Attempt (second retake)

1. If a student attempts a non-repeatable course two times (the original attempt and the retake) and in both attempts the student receives either a substandard grade or a “W” or a combination, then the student may be permitted a second retake with the completion and approval of a college intervention plan.
2. A passing or substandard grade received in the second retake shall replace the grade and credit received in the first retake or first attempt if the second attempt was a “W” in the calculation of the grade point average.
3. The new grade shall be annotated on the student’s academic transcript.

4. The original grade, alleviated by the new grade, must remain on the student's academic transcript.
5. If a "W" is received, no grade alleviation would apply.

D. College Intervention

Students with two unsuccessful attempts must submit a repeat petition and, if required by the academic division, a Plan for Student Success signed by a district division designee or counselor. [HS6][CM7]

II. Repeatable Courses [CM8][HS9]

Repeatable courses are those listed in the College Catalog [CM10] ~~that have lowercase letters in the course number. The lowercase letters indicate the number of times a course may be repeated. Examples of repeatable courses include Physical Education 60abc (Women's Interscholastic Soccer Team), and Music 267abd (Concert Jazz Band). In these examples, students may enroll in Physical Education 60abc three times and Music 267abd four times.~~

A. Scope and Limitations of Repeatable Courses

1. Compton College designates only the following types of courses to be repeatable per Title 5, Section 55041:
 - a) Courses for which repetition is necessary to meet the lower-division major requirements of CSU or UC for completion of a Bachelor's Degree
 - b) Intercollegiate athletics and related conditioning
 - c) Intercollegiate academic or vocational competition.
2. Courses for which repetition is necessary to meet the lower-division major requirements of CSU or UC for completion of a Bachelor's Degree may include a recency requirement which the student has not been able to satisfy without repeating the course. A student may petition for repetition if less than 36 months have elapsed and the student provides documentation that the repetition is necessary for transfer.
3. For intercollegiate athletics and related conditioning courses and for intercollegiate academic or vocational competition courses, students may repeat a course the maximum number of times that course has been approved for repetitions. Substandard grades and "W" earned each count as an [CM11] attempt.

B. Substandard Grade Alleviation

1. If a substandard grade has been recorded in a repeatable course, the course may be retaken for grade alleviation, provided that the attempt does not exceed the maximum number of times the course may be attempted with a passing or substandard grade.
2. No more than two substandard grades may be alleviated for a repeatable course.
3. When a student repeats a course to alleviate substandard academic work, the previous grade and credit will be disregarded in the calculation of grade point average.
4. If a substandard grade is recorded on the last allowable attempt in a repeatable course, the following applies:
 - a) that last grade cannot be alleviated, and
 - b) lapse of time can never be used for that course.

Note: Extenuating circumstances described in section V.B below do not apply to repeatable courses. A student may not petition on the grounds of extenuating circumstances for a repeatable course.

III. Variable Unit Courses

Title 5 regulations shall guide Compton College on variable unit courses.

IV. Withdrawals

A. Withdrawal from a Course

1. Students who are withdrawn from a course after the census date (20% of the course section) shall receive a “W” on their transcript. The period to receive [] [CM12]a “W” is from the deadline to drop without notation to the 75% point of the course section.

B. Military Withdrawals

1. Military withdrawals shall not be counted towards the permitted number of withdrawals or attempts.
2. A student who is a member of an active or reserve United States military service may receive a military withdrawal when the student receives orders from the military.
3. The orders must be verified by the [Veteran’s Services Office](#) [HS13] [Resource Center](#) with appropriate documentation provided by the student.
4. The military withdrawal may be assigned at any time.
5. The symbol for military withdrawals shall be “MW.”
6. Military withdrawals shall not be counted in progress probation or dismissal calculations.
7. Neither an “F” nor an “FW” can [CM14] be assigned in lieu of a military withdrawal.

C. [Withdrawal Due to Extraordinary Conditions](#) [CM15] [Excused Withdrawal](#)

1. A “EW” may be removed and “no notation” assigned to any student who withdrew from one or more classes where such withdrawal was necessary, verified through documentation, and approved by the [Director of Admissions & Records Office](#) due to [CM16]:
 - a) fire
 - b) flood
 - c) other extraordinary conditions such as:
 - (1) earthquake
 - (2) riot
 - (3) terrorism
 - (4) acts of war
 - (5) other consequential and significant acts. [CM17] [CM18] [CM19] [CM20]

V. Special Circumstances

Students may only petition to repeat a course beyond the maximum allowed enrollments under the following conditions. Maximum allowed enrollments include any combination of withdrawals and repetitions.

A. Significant Lapse of Time

1. A student may petition to repeat a course in which they previously earned a grade of C or better if there has been a significant lapse of time. A significant lapse of time petition may be filed when
 - a) No fewer than 36 months have passed or
 - b) The nature of the course (i.e. skill, knowledge, technology) requires repetition sooner.[CM21]
2. A student will forfeit significant lapse of time if:
 - a) Three substandard grades were received for non-repeatable courses.
 - b) The maximum number of attempts in a repeatable course was reached and the last attempt resulted in a substandard grade.
3. Lapse of time can only be used once per course.

B. Extenuating Circumstances

1. A student may petition to repeat a course for extenuating circumstances.
2. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the control of the student.
3. The student has the burden of proof to support a claim.
4. Extenuating circumstances may be used once for a non-repeatable course.
5. Extenuating circumstances cannot be used if the student has already used the course to obtain a degree at Compton College or if the course was used in academic renewal.
6. Any approved extenuating circumstance petition, subsequently found based on fraudulent documentation, may be reversed. Submission of falsified documentation for extenuating circumstances shall result in the denial and may also result in student disciplinary action.
7. Final decision on extenuating circumstances will be made by Admissions and Records.

C[CM22][CM23][CM24]. Special Classes for Students with Disabilities

1. Special classes designed for students with disabilities may be subject to extensions of repeatability in certain circumstances. Repetition may be authorized based on a case by case determination related to the student's educational limitation pursuant to state and federal non-discrimination laws.
2. The determination must be based on one of the following circumstances as specified in Title 5, Section 56029.
 - a) When continuing success of the student in other general and/or special classes is dependent on additional repetitions of a special class.
 - b) When additional repetitions of a specific class are essential to completing a student's preparation for enrollment into other regular or special classes.
 - c) When the student has an educational contract which involves a goal other than completion of the special class in question and repetition of the course will further achievement of that goal.
3. When a student with a disability repeats a class, the previous grade and credit shall be disregarded in the computation of grade point averages.

D_[CM25]_[CM26]. Occupational Work Experience

1. Cooperative Work Experience Education (CWEE)

Students may earn up to a total of 16 units. A maximum of eight credit hours may be earned in CWEE during one semester.

E_[CM27]_[CM28]. Legally Mandated Training

1. Course repetition shall be permitted, without petition and regardless of whether the student recorded substandard work, in instances when such repetition is necessary for a student to meet a legally mandated training requirement as a condition of continued paid or volunteer employment. Such courses must conform to all attendance accounting, course approval, and other requirements imposed by applicable provisions of law. Such courses may be repeated for credit any number of times. The governing board of a district may establish policies and procedures requiring students to certify or document that course repetition is necessary to complete legally mandated training pursuant to the California Code of Regulations.

F. Significant Change in Industry or Licensure Standards

1. A student may re-enroll in a course where there has been a change in industry or licensure standards that repetition of the course is necessary for employment or licensure.
2. The student must document the following two provisions:
 - a) that there has been a significant change in the industry or licensure standards since the student previously took the course, and
 - b) the student must take this course again for employment or licensure.
3. The change should be one that without the updated course, the student could not obtain or maintain his or her employment or license.

VI. Other Provisions

A. Grade Alleviation with Courses from Other Colleges

1. Grade alleviation with courses from other colleges will be allowed provided the following conditions are met:

- a) the course is from a regionally accredited college
- b) the course is comparable
- c) the course is of equal value in units.

2. ~~Grade alleviation with a course from other colleges cannot take place if_[CM29]_[CM30]_[CM31]:~~

- ~~a) three substandard grades have been received in a non-repeatable Compton College course. However, the course may be used for subject credit to meet prerequisites and the course will count toward graduation subject requirements.~~
- ~~b) the student had reached the maximum number of attempts in a repeatable course and the grade in the final attempt was substandard.~~

B. Course Repetition and Academic Records

1. Courses that are repeated will be recorded in the student's permanent academic record using an appropriate symbol.

2. Annotating the permanent academic record will be done in a manner that all work remains legible, insuring a true and complete academic history.

C. Academic renewal is not an exception that permits a student to repeat a credit course.

VII. Enrollment Limitations for Courses Related in Content^[CM32]^[CM33]

A. Students are limited in the number of active participatory courses they can take if the courses are related in content (also referred to as a family of courses). While students will not in most cases be allowed to repeat a specific active participatory course, they can still enroll in a series of active participatory courses that are related in content. Families of courses are published in the college catalog.

~~B. Students will be limited to taking a maximum of four courses in any one family of courses.~~

~~1. For example, the Band Ensemble family of courses contains Music 265abcd (Symphonic Band, repeatable up to four times) and Music 267abcd (Jazz Band, repeatable up to four times). A student who has already enrolled in Music 265abcd two times can enroll only twice more in either Music 265abcd or Music 267abcd. A student who has already enrolled in Music 265abcd two times and Music 267abcd two times will not be permitted to enroll in additional courses from the family.^[HS24]~~

C. In addition, all evaluative and non-evaluative grades count toward the four enrollment limitation and all grades and credits received count in computing a student's GPA^[CM35].



BP 4250 Probation Dismissal and Readmission

**Issued: June 19, 2018
Revised: December 8, 2020**

References:

Education Code Section 70902(b)(3);
Title 5 Section 55030 through 55034

Probation^[CM1]

A student shall be placed on academic probation if the student^[CM2] has earned a cumulative grade point average below (2.0).

A student shall be placed on progress probation if the 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 50 percent.

A student shall be removed from academic probation when the student's cumulative grade point average reaches or exceeds 2.0. A student shall be removed from progress probation when the percentage of units of "W," "I," "NC," and "NP" drops below 50 percent.

[A student who is placed on probation may submit an appeal in accordance with campus policy.](#)

Dismissal^{[CM3][CM4]}

A student who is on academic probation shall be subject to dismissal if the student has earned a cumulative grade point average below 2.0 in all units attempted in each of three consecutive terms.

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

[A student who is placed on dismissal may submit an appeal in accordance with campus policy. Dismissal may be postponed and the student continued on probation if the student](#)

Readmission

A student who has been dismissed may return to the College after "sitting out" one semester or based on documented extenuating circumstances may submit an appeal for reinstatement. The appeal process is contained in Administration Regulation **4255 4250**.



**AR 4250 Probation, Dismissal, and Readmission Issued: December 11, 2018
Revised: December 8, 2020**

Reference:

Title 5, Sections 55031, 55032, 55033, 55034

A student who is placed on Academic or Progress Probation or who is dismissed from Compton College will be notified in writing and will be informed of support services available.

A student who is on Academic or Progress Probation for two or more consecutive semesters is limited to no more than 12 units in any semester of 16 weeks or more, and no more than 5 units in any session shorter than 16 weeks (i.e. winter or summer session). Under special circumstances a student may petition for additional units through Admissions and Records.

A student who is on Academic or Progress Probation for two or more consecutive semesters or who is returning to Compton College after having been dismissed is required to see a counselor before registering for subsequent semesters. If the student has not attended for one or more semesters, an application for readmission is necessary.

The student has the right to appeal dismissal.

- a. The student must file the written petition of appeal with Admissions and Records within the time limit noted on the dismissal letter. If the student fails to file a written petition within the specified period, the student waives all future rights to appeal the dismissal and must sit out that semester.
- b. It is the student's responsibility to indicate on the petition a clear statement of the grounds on which continued enrollment should be granted and to provide evidence supporting the reasons.
- c. Petitions will be reviewed by the Reinstatement Committee. The student will be notified of the Committee's action in a timely manner (usually within 7 business days).
- d. The student may appeal the Committee's decision, in writing, to Admissions and Records within 21 calendar days of the date of notification. The decision of the Admissions and Records is final.

A readmitted student will remain on probation until the cumulative average is 2.0 or above and/or the percentage of "W," "I," and "NG/NP" entries are below 50%. A student who withdraws from Compton College voluntarily while on probation will be readmitted in the same status that existed at the time of withdrawal.

Academic and Progress Probation

A student shall be placed on academic probation if the student has earned a cumulative grade point average below (2.0). A student shall be placed on progress probation if the 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" (Withdrawal), "I" (Incomplete), and "NP" (No Progress) were recorded reaches or exceeds 50 percent.

The district shall notify students placed on academic or progress probation of their status no more than 30 days after the end of the term that resulted in academic or progress probation. A student who is on academic or progress probation for two or more consecutive semesters is limited-recommended to take no more than 12 units in any fall or spring semester, and no more than 5 units in any winter or summer session. Under special circumstances a student may petition for additional units through Counseling Department. There are two levels of probation, Probation Level 1 and Probation Level 2. [HS2]

Placement of Academic Probation Level 1

- Academic Probation Level 1 occurs when a student has earned a cumulative grade point average (GPA) below a 2.0 for one semester.

Removal of Academic Probation Level 1

- A student will be removed from Academic Probation Level 1 when the cumulative grade point average (GPA) is 2.0 or higher.

Placement of Progress Probation Level 1

- Progress Probation Level 1 occurs when a student has not completed more than 50% of the courses attempted for one semester.

Removal of Progress Probation Level 1

- A student will be removed from Progress Probation Level when student has completed more than 50% of the courses attempted for one semester the cumulative completion is more than 50% of courses attempted. [HS3]

All students on Probational Level 1 are strongly recommended to complete a Student Success Workshop, facilitated by a designated Counselor.

Placement of Academic Probation Level 2

- Academic Probation Level 2 occurs when you have earned a cumulative grade point average (GPA) below a 2.0 for two consecutive semesters.

Removal of Academic Probation Level 2

- A registration hold is placed on Academic Probation Level 2 students. All students are required to complete a Student Success Workshop, facilitated by a designated Counselor, meet with a Counselor to update their Student Educational Plan (SEP), and complete an Academic Resiliency Contract [HS4] before the hold can be lifted. A student will be removed from Academic Probation Level 2 when the cumulative grade point average (GPA) is 2.0 or higher.

Placement of Progress Probation Level 2

- Progress Probation Level 2 occurs when you have not completed more than 50% of the courses you attempted for two consecutive semesters.

Removal of Progress Probation Level 2 **18**

- A registration hold is placed on Academic Progress [HS5] Probation Level 2 students. All students are required to complete a Student Success Workshop, facilitated by a designated Counselor, meet with a Counselor to update their SEP, and complete an Academic Resiliency Contract before the hold can be lifted. A student will be removed from Progress Probation Level when the cumulative completion is 50% or higher of courses attempted. [HS6]

Academic Dismissal

A student who is on academic probation shall be subject to academic dismissal if the student has earned a cumulative grade point average below 2.0 in all units attempted in each of three consecutive terms.

A student who is on progress probation shall be subject to academic dismissal if they have not completed more than 50% of the courses attempted for three consecutive semesters.

~~the percentage of cumulative units in which the student has enrolled for which entries of "W," "I," and "NP" are recorded in three consecutive terms reaches or exceeds fifty percent.~~ [HS7]

Readmission

A student who has been dismissed may return to the College after "sitting out" one semester or based on documented extenuating circumstances may submit an appeal for reinstatement. If the student has not attended for one or more semesters, an application for readmission is necessary.

The student has the right to appeal academic dismissal.

- The student must file the appeal with the Counseling Department ~~within 30 days~~ [HS8]. ~~If the student fails to file petition within the specified period, the student waives all future rights to appeal the academic dismissal and must sit out that semester.~~
- It is the student's responsibility to indicate on the petition a clear statement of the grounds on which continued enrollment should be granted and to provide evidence supporting the reasons.
- Petitions will be reviewed by the Reinstatement Committee [HS9]. ~~The Reinstatement Committee will include a Counseling Department designee, Financial Aid Office designee, and Office of Admissions & Records designee.~~ The student will be notified of the Committee's action in a timely manner, within 10 business days. [CM10]
- The student may appeal the Committee's decision, in writing, to the Vice President of Student Services or designee within 30 calendar days of the date of notification. The decision of the Vice President of Student Services or designee is final.

A readmitted student ~~must should~~ meet with a counselor before registration and update their SEP. A readmitted student will remain on probation until the cumulative average is 2.0 or above and/or the percentage of attempted units are above "W," "I," and "NP" entries are below 50%.

A student who withdraws from Compton¹⁰ College voluntarily while on probation will be

readmitted in the same status that existed at the time of withdrawal. [HS11]

Program Appeals

Students on probation participating in programs on campus (such as SRC, CalWORKS, EOPS/CARE, Financial Aid) may have to submit additional appeals for each program.



BP 5052 Open Enrollment

Issued: June 19, 2018

Revised: June 15, 2021

Reference:

Title 5, California Code of Regulations, Sections 51006, 58106 and 55200

Every course, course section, or class, unless specifically exempted by statute or regulation, shall be fully open to enrollment and participation by any person who has been admitted to Compton College and who meets such prerequisites as may be established pursuant to regulations established in Title 5, Section 55200 or local procedures developed for implementing SB 288, unless specifically exempted by statute or regulations established in Title 5, Section 58106.

The President/CEO shall assure that this policy is published in the catalog and [in the schedule of classescourses](#).



BP 4245 Academic Rank

Issued: October 1, 2013
Revised: January 21, 2020
Revised: June 15, 2021

Reference:

Education Code Sections 87601, 87605, 87608, 87608.5 & 87609

Academic Rank for faculty employees is recognized by the Board of Trustees.

Qualifications and procedures to obtain rank shall be recommended by the Academic Senate, approved by the President/Chief Executive Officer (CEO), and published in District publications, including the Faculty Handbook.

Academic rank for faculty members of the Compton Community College District shall be awarded as follows, and upon the recommendation of the President/CEO, it being understood that academic rank shall in no way involve salary consideration.

- A. The title of "LECTURER" shall be applied to all part-time faculty.
- B. The title of full-time faculty members in non-tenured status shall be "INSTRUCTOR."
- C. The rank of "ASSISTANT PROFESSOR" shall be granted upon the receipt of tenure at the District.
- D. The rank of "ASSOCIATE PROFESSOR" shall be granted upon the receipt of tenure and after the completion of seven years of full-time teaching for the District.
- E. The rank of "PROFESSOR" shall be granted upon the receipt of tenure and after the completion of ten years of full-time teaching for the District.
- F. Emeritus faculty shall be ranked as "FACULTY EMERITUS" upon retirement and completion of a combination of at least twenty years of part-time and full-time teaching for the District.
- G. Non-teaching faculty shall be ranked as "ASSISTANT PROFESSOR," "ASSOCIATE PROFESSOR," "PROFESSOR," or "FACULTY EMERITUS," based on the prescribed years of District service mentioned above for teaching faculty.
- H. Any individual already serving on the faculty will not have his/her ranking adversely affected by this policy.
- I. Any individual joining the faculty from another accredited institution will not suffer any reduction in rank upon employment with Compton Community College District.

~~Applicable Administrative Regulation
AR 4245—Academic Rank~~

**APPENDIX G****AR 7211 Minimum Qualifications,
and Equivalencies**

Issued: month day, 202?

References:

Education Code Sections 87001, 87003, 87355-87359.5, 87538, and 87743.2
Title 5 Sections 53400, et. esq.
ACCJC Accreditation Standard III.A.2-4

Minimum Qualifications

Faculty members shall meet minimum qualifications for the discipline defined by the Minimum Qualification for Faculty and Administrators in California Community Colleges approved by the Board of Governors. The Equivalency Committee defined below may evaluate the disciplines listed in the Minimum Qualifications for Faculty and Administrators in California Community Colleges that allow for any qualifying degree in a specified area, but that do not specifically list the exact titles of the degrees which qualify (e.g., Biological Sciences, Dance) for the purpose of developing lists of specific degrees meeting the minimum qualification requirements. These discipline specific degree titles shall be approved by the Academic Senate, President/CEO, and Board of Trustees. The Human Resources Department maintains these approved lists and provides such lists to screening committees as necessary.

Definition of Equivalency

Equivalency means equal to the minimum qualifications for a particular discipline as listed in Minimum Qualifications for Faculty and Administrators in the California Community Colleges (the "Disciplines List"), or to any higher qualifications for a specific discipline that have been recommended by the District Academic Senate and approved by the Board of Trustees.

- *In some cases, this means equal to a Master's degree in a discipline.*
- *In disciplines for which a Master's degree is not generally available or expected it means equal to either a degree or a combination of degree and experience.*

Equivalencies

This procedure adheres to Education Code section 87359, which states that the equivalency process "shall include reasonable procedures to ensure that the Governing Board relies primarily upon the advice and judgment of the Academic Senate to determine that each individual faculty member employed under the authority granted by the regulations possesses qualifications that are at least equivalent to the applicable minimum qualifications specified in regulations adopted by the board of governors."

The following procedure is to be used to determine when an applicant for a faculty position, although lacking the exact degree or experience approved by the Board of Governors or on the approved discipline specific degree title list, nonetheless does possess qualifications that are at least equivalent to those required. The procedure is intended to ensure a fair and objective process for determining when an applicant has the equivalent qualifications. It is not intended to grant waivers for lack of the required qualifications.



All faculty position announcements will state the required qualifications as approved by the Board of Governors and include any additional titles from the approved discipline specific degree title list, including the possibility of meeting the equivalent of the required degree or experience.

Those applicants claiming equivalency will be asked to state their reasons and to present evidence of equivalency. It will be the responsibility of the applicant to supply conclusive evidence and documentation for the claim of equivalency at the time of application. The conclusive evidence must be as clear and reliable as college transcripts being submitted by other candidates.

Criteria for Equivalency

All non-US/foreign degrees will be evaluated by a foreign evaluation service that is approved by the Compton Community College District.

All courses being used for equivalency must be earned at an accredited institution. Candidates are responsible for demonstrating that courses taken through continuing education or extension are applicable to the approved degree listed in the discipline minimum qualification.

The following criteria will be used to determine a candidate's eligibility for equivalency:

Formal Education Equivalencies to the Degree

- 1. Formal education equivalent to the master's degree: Any master's degree with a minimum of 18 semester graduate units in the discipline, OR any bachelor's degree and a combination of 30 semester graduate units with a minimum of 18 semester graduate units in the discipline.*
- 2. Formal education equivalent to the bachelor's degree: At least 120 approved units, including general education and 40 units in the discipline of which 24 units are upper division or graduate.*
- 3. Formal education equivalent to the associate's degree: At least 60 approved units, including 18 semester units of general education, as defined in either the Compton College Catalog; or "The Guide to the Evaluation of Educational Experience in the Armed Services" published by the American Council of Education; or the California Registered Nurses Licensure Qualifications for Persons Serving in Medical Corps of Armed Services established by the Board of Registered Nursing.*

Equivalencies to Work Experience

Equivalencies to required experience could include appropriate collegiate education or other training programs that indicate a mastery of the skills of the discipline and knowledge of the working environment of the discipline.



Determination of Equivalency during the Screening Process

The screening committee will determine initial equivalency using the standards set forth in this regulation. The screening committee shall consist of at least two faculty from the discipline or related discipline. If there are not two full-time faculty from the discipline or related discipline at the College, the screening committee will need to contact the Academic Senate President and Vice President of Academic Affairs so the Equivalency Committee can be called to review the equivalency request. The screening committee will be provided with a copy of this procedure to inform their determination and to help ensure consistency in decision-making across divisions. If the screening committee is not unanimous in its agreement about a candidate's initial equivalency, the candidate will not be interviewed.

The granting of initial equivalency to the minimum qualifications shall not be construed as a determination that a candidate will or will not be hired. Such a candidate shall be placed in a pool of qualified applicants, any number of whom may be interviewed for the given position.

If an applicant is granted initial equivalency and selected for an interview with the President/Chief Executive Officer (CEO), justification shall be sent to the Academic Senate President, the Office of Human Resources, and the Office of the Vice President of Academic Affairs (or Vice President of Student Services). This report shall include a complete description of the committee's reasons for determining that a candidate has the equivalent qualifications. The President/CEO or designee will review the report and make a final determination of equivalency relying primarily on the recommendation from the faculty. All documentation of equivalency will be kept with the applicant's hiring documents.

Equivalency Committee

The Academic Senate shall establish an Equivalency Committee to make recommendations on matters of equivalency to the minimum standards for hiring of faculty.

The Equivalency Committee will determine whether initial equivalency decisions are being made in accordance with this regulation; whether the screening committees are following the criteria for evidence of equivalency stated in this regulation; determine request by current full-time faculty for equivalency, and recommend a list of discipline specific degree titles.

The Equivalency Committee shall consist of:

- 1. President of the Academic Senate, who will co-chair the committee.*
- 2. Vice President of Academic Affairs, or designee who will co-chair the committee.*
- 3. Two tenured faculty members selected by the Academic Senate.*
- 4. Two tenured faculty representatives of the discipline (or, if not possible, a closely related discipline)*
- 5. Vice President of Human Resources, or designee.*

The Equivalency Committee shall have seven members, five of whom are standing members and two who are discipline specific and added when equivalency requests are made. The standing committee members shall be established no later than the second



week of the fall semester. Discipline specific representatives will be identified no later than the first month of the fall semester. Faculty shall serve for a term of two years. Equivalency requests will be reviewed within one month (during fall and spring semesters). Requests that are made during the winter or summer intersessions will be held until the following regular semester.

The Equivalency Committee may review requests for equivalency only if there are two or more discipline related members present. If there are not two full-time faculty members in the discipline, a discipline faculty member from a similar discipline or from another college may serve.

Determination of Equivalency for Full-Time Faculty

In the event that an existing faculty member wishes to assert equivalency in another discipline, the faculty member may do so by submitting a completed equivalency application together with the documentation supporting the request, including relevant transcripts, to the Office of Human Resources.

On receipt of the application, the Vice President of Human Resources will contact the President of the Academic Senate and Vice President of Academic Affairs. The Equivalency Committee will be convened to review the material submitted by the applicant and to decide whether or not the equivalency should be granted. If the committee recommends equivalency, the decision will be forwarded to the President/CEO for review and approval prior to submittal to the Board of Trustees for approval.

If it is determined that equivalency should not be granted, the faculty member will be notified of the decision by the Office of Human Resources.

All deliberations of the Equivalency Committee and all records involved in the proceedings shall be confidential. All documentation of an equivalency request and the resulting recommendation will be kept in the faculty member's personnel file.

The granting of equivalency is on a case-by-case basis and does not set precedent for other equivalency decisions, however the Equivalency Committee will require consistency of application within a discipline.