



Education Policy Minutes



Facilitator: Carlos Maruri

Recorder: Jennifer Hill

Date: May 26, 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	X Kendahl Radcliffe	X Minodora Moldoveanu
X Jennifer Hill	X Andree Valdry	X Carlos Maruri
X Melain McIntosh	X Holly Schumacher	Clifford Seymour
X Janette Morales	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:** XXXX motioned to approve the agenda with changes. XXXX seconded. Approved.
- 3) **Review and Approval of Previous Meeting Minutes:** XXXX moved to approve the minutes as corrected. XXXX seconded. Approved.
- 4) **Unfinished business:**
 - a. **Second Read: BP 5052 – Open Enrollment (See Appendix A, page 5.)**
 - This is a fairly straightforward item. Holly made a motion to approve and send to Senate. Kendahl seconded. Approved
 - b. **Second Read: AR 4245 – Academic Rank (See Appendix B, page 6.)**
 - Holly made a motion to approve and send to Senate. Kendahl seconded. Approved.
 - a. **Second Read: AR 7211 –Faculty Service Areas, Minimum Qualifications, and Equivalencies (See Appendix C., page 7.)**
 - Carlos reports that the policy is wordy, and he had questions about carryovers from ECC that may no longer apply. The other big section on the equivalency committee setup and who is to be included. Holly cautioned that our policy needs to mirror the negotiated language in our union contracted.
 - Sheri said that all BPs approved prior to June 2005 were repealed as of November 13th 2012 meeting, so the [CCCD's AB-1725 Employment Standards Policy and Procedures document](#) referenced is no longer valid. Holly countered that the CBA supersedes Board Policy as a negotiated item, and that District cannot simply repeal a document referenced in the union contract and expect it to no longer be binding. Carlos suggested that we reconvene on this item next semester. The BP must mirror what is in CBA. Minodora made a motion to postpone to fall. Holly seconded. Approved.

5) New Action Items:

a. Fall 2021 BP/AR Schedule

Over summer, Carlos will evaluate the docket and try to prioritize based on the complexity of each item, to strike a better balance. Our first Senate meeting is 10/2, so it would be very difficult to meet in advance. Our first meeting will be September 8th, and we will meet the second and fourth Wednesdays. We would aim to be ready to present something at the third senate meeting on September 30th. Carlos will send out the calendar invites for 90 minutes, but we will try to keep the meetings to an hour.

6) Public Comment via Brown Act: None

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

Next Scheduled Meeting: September XX, 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 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 ~~elasses~~courses](#).



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.



Appendix C

**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**[CM1][CM2] 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.

J. Any required correction to academic rank should be addressed with Human Resources.

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