

Academic Senate Grossmont College

Monday, April 4, 2011
11:00am – 12:20pm in Griffin Gate

I. CALL TO ORDER

- A. Public Comment – *Each speaker will be given a maximum of 4 minutes to address the senate about a non-agendized item or items, with a maximum of 15 minutes allowed for public comment. The senate may vote to extend public comment at any meeting. Please contact the senate secretary before the meeting when wishing to speak at public comment. The senate welcomes all speakers to participate in the discussion on agendized items.*
- B. Approval of Agenda
- C. Approval of Minutes from March 21, 2011 (attendance to be added, online version)

II. PRESIDENT’S REPORT

20 minutes

- A. Budget, scheduling, and communication - discussion

III. COMMITTEE REPORTS

NONE

IV. ACTION ITEMS

25 minutes

- A. AP/BP 4300: Instructional Field Trips and Other Student Travel (Attachment A)
- B. Resolution to explore the 18-unit major – Bonnie Schmiedege (Attachment B)

V. INFORMATION ITEMS*

35 minutes

- A. Election Update: Laura Sim
- B. Questions about student absences, final exams, and Admissions and Records Research requests: Wendy Stewart
- C. Discussion: placement of Spring Break in future Spring Semesters: Sue Gonda

*The Academic Senate may move information items to action upon a 2/3 vote.

Action Item A: 4/4/11 (Formerly Information Item A– 3/07/11)

AP 4300

Instructional Field Trips and Other Student Travel

Reference: Title 5, Section 55220

Date Issued:

Instructional field trips are defined to include class field trips, field courses, and team or performing arts events, as well as sessions at off-campus alternate meeting locations that are associated with scheduled courses.

Other student travel is defined to include co-curricular activities such as clubs or student groups and participation as individuals in conferences, retreats, and meetings.

Out-of-state student travel requires governing board approval.

Instructional Field Trips

- A signed off-campus activity form should be on file for all pre-scheduled games or events.
- Unscheduled or impromptu local off-campus activities (the possibility of which are outlined in the course syllabus) require prior notification to the appropriate administrator.
- Signed field trip waiver forms are required for each participant.
- A copy of each field trip form must remain in the possession of the trip leader until after the event. Following the event, original field trip waiver forms must be kept on file in the Dean's Office.
- For all regularly-scheduled class field trips, the instructor must provide an alternate assignment for all students unable to attend the off-campus activity. Field courses, team or performing arts events, and courses scheduled at alternative meeting locations are exempt from this requirement.

Other Student Travel

- All students must complete the "Student Travel Approval Form" no later than four weeks prior to the intended travel, unless they have a waiver from the Vice President Student Services.
- All students must fill out a travel waiver form.
- It is expected that students will be accompanied by either a faculty or staff advisor when traveling unless a waiver has been granted by the Vice President Student Services.
- Faculty or staff accompanying students when traveling are expected to complete the travel process at each college prior to the travel. Note: If travel with students is out-of-state, then faculty or staff advisors will need to complete this process two months prior to the scheduled travel due to necessary Board approval.
- During travel, students are expected to comply with the GCCCD *Student Code of Conduct* and to follow all directives given by the advisor(s).
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Information Item A– 3/07/11

As amended by GC Senate 11/22/2010

**BP 4300 Instructional Field Trips and Other Student
Travel**

Reference: Title 5, Section 55220

Adoption Date: December 18, 2001 Updated: March 18, 2008

The Chancellor, in a manner consistent with Board Policies 2410 and 2510, shall establish procedures that authorize the college administration to approve field trips and other student travel when used as devices for teaching, learning, or student development integral to the instructional or student services programs of the college. The Board shall approve in advance any such travel that takes students outside the state of California.

Scheduled or ongoing field trips shall require prior written notification to the appropriate administrator.

The Board does not endorse, support or assume liability in any way for any staff member of this District who takes students on trips not approved by the Board or appropriate administrator of the college.

District funds may be used to support student expenses for approved state and out-of-state field trips or excursions. The expenses of instructors, chaperones, and other personnel traveling with students may also be paid from District funds.

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

ATTACHMENT B (4/4/2011)

**9.15 S11 Study of the 18-Unit Major/Area of Emphasis Requirement for an Associate Degree
David Beaulieu, Los Angeles Community College District, Area C**

Whereas, The 18-semester-unit minimum requirement in a major/area of emphasis for an associate degree was adopted in Title 5 in the early 1980s, and since that time there has been no reexamination by the Academic Senate for California Community Colleges regarding the need for this specific minimum unit total;

Whereas, The Fall 2005 Academic Senate for California Community Colleges paper *What Is the Meaning of a California Community College Degree?* does not mention a specific major unit total but instead speaks generally about students acquiring focused study in an academic area as an aspect of an associate degree, and the Fall 2006 Academic Senate for the California Community Colleges resolution 13.02 (Opposition to Associate Degrees based Solely on IGETC and CSU GE Breadth) reiterates existing Title 5 language regarding the minimum of 18-units in a major/area of emphasis but does not present a justification as to why that particular total is required;

Whereas, With the passage of SB 1440 (Padilla, 2010), California community colleges are required to create associate degrees for transfer to the California State University starting in Fall 2011, and the 18-unit minimum requirement in a major/area of emphasis could force students to take a significant number of courses not needed to complete their transfer requirements; and

Whereas, The California Community Colleges Transfer Center Directors and Articulation Officers, the faculty most expert in the area of transfer, have expressed serious reservations as to the wisdom of maintaining 18 units in a major/area of emphasis for degrees developed to meet the needs of our transfer students;

Resolved, That the Academic Senate for the California Community Colleges form a task force, including transfer center directors and articulation officers, to conduct a focused study of the 18-semester-unit major/area of emphasis requirement for an associate degree intended for transfer preparation and report its findings and recommendations at the Spring 2012 Plenary Session.