



**SAN DIEGO MESA COLLEGE (SDMC)**

**ACADEMIC SENATE (AS)**

**April 10, 2023**

**Relocated to Room LRC 435**

**2:20PM – 4:20PM**

**AGENDA**

**Third DRAFT**

- I. CALL TO ORDER & WELCOME** by Academic Senate President John Crocitti:  
Parliamentarian – Manuel Vélez/Timekeeper – TBD/Speaker Coordinator – TBD
- II. APPROVAL OF DRAFT AGENDA:**
- III. PUBLIC PRESENTATIONS:**
  - A. Associated Student Government (ASG):** President Phoebe Truong
  - B. Inter Club Council (ICC):** David M.
  - C. Classified Professionals:** President Sahar "Mona" King/Vice President Courtney Lee
- IV. PUBLIC COMMENTS:** (6 Minute Maximum Discussion per Item/Topic)(3 Minutes Maximum Discussion per Participant)
- V. APPROVAL OF DRAFT MINUTES:** March 20, 2023 (Please send your changes to Sue Saetia @ [ssaetia@sdccd.edu](mailto:ssaetia@sdccd.edu))
- VI. GUEST(s):**
  - A. SDMC President Dr. Ashanti Hands – SDMC Accreditation Institutional Self Evaluation Report (ISER):** 2:30PM – 2:45PM
  - B. Vice Chancellor Michelle Fischthal (Institutional Innovation and Effectiveness):** 3:00PM
- VII. REPORTS:** 3:30PM
  - A. Committee Reports:**
    1. Senate Executive Committees:
      - a. *Academic Affairs (AA) Committee:* Chair David "Das" Odasso (No Report)
      - b. *Professional Advancement Committee (PAC):* Chair Janna Braun (2 Minutes)
      - c. *Committee of Chairs (COC):* Chair of Chairs Jill Moreno Ikari (No Report)
      - d. *Curriculum Review Committee (CRC):* Faculty Co-Chair Justin Estep (3 Minutes)
      - e. *Program Review Committee (PRC):* Acting Faculty Co-Chair Dina Miyoshi (1 Minutes)
    2. Other Committees:
      - a. *The Committee for Diversity Action, Inclusion & Equity (CDAIE):* Chair Judy Sundayo (5 Minutes)
      - b. *Mesa Pathways Committee (MPC):* Co-Coordinator Marisa Alioto (5 Minutes)
      - c. *Other Committee Reports:* (1 Minute Per Committee)
    3. Senate Executive Officer Reports:
      - a. *President Elect:* Andrew Hoffman (No Report)
      - b. *Vice President:* Sakeenah Gallardo (No Report)
      - c. *Secretary:* Vacant
      - d. *Treasurer:* Thekima Mayasa (2 Minutes)
      - e. *Senator at Large (1):* Veronica Gerace (3 Minutes)
      - f. *Senator at Large (2):* Vacant
      - g. *President:* John Crocitti (10 Minutes)
- VIII. NEW BUSINESS:** 3:30PM
  - A. Updates – Three (3) District Academic Procedures (AP):** Estep
  - B. Resolution 2023.4.1 – Proposes Constitutional Changes (Duties of the Committee on Elections):** Gerace
- IX. OLD BUSINESS:** None
- X. ROUND TABLE TOPIC:** (3:45PM)
- XI. ANNOUNCEMENTS:** The Brown Act requires all SDMC AS Standing Committees to meet on campus in spring 2023.
  - A.** The next SDMC Academic Senate meeting is April 24, 2023 @ 2:20PM in Room MC 211 A/B.
  - B.** The next Academic Affairs Committee meeting is April 17, 2023 @ 4:15PM in Room A117.
  - C.** The next Committee of Chairs (CoC) meeting is April 12, 2023 @ 2:30PM in Room MC 211 A/B.
  - D.** The next Curriculum Review Committee (CRC) meeting is April 20, 2023 @ 2:15PM in LRC 435.
  - E.** The next SDMC AS Executive Committee meeting is April 17, 2023 @ 2:30PM in Room A117.
  - F.** The next Professional Advancement Committee meeting is April 19, 2023 @ 2:30PM in Room A117.
- XI. ADJOURNMENT:**



**SAN DIEGO MESA COLLEGE (SDMC)**

**ACADEMIC SENATE (AS)**

**March 20, 2023**

**Room MC 211 A/B**

**2:20PM – 4:20PM**

**MINUTES**

**DRAFT**

**Present:**

Academic Senate President John Crocitti, Carlynne Allbee, Isaac Arguelles-Ibarra, Janna Braun, Michael Brewer, Henry Browne, Jennifer Cost, Nellie Dougherty, Ian Duckles, Justin Estep, Rob Fremland, Veronica Gerace, Helen Greenbergs, Andrew Hoffman, Geoff Johnson, Candace Katungi, Jesse Keller, Sam Lee, Cesar López, Dina Miyoshi, Ryan Mongelluzzo, Jill Moreno Ikari, Katherine Naimark, Dave "Das" Odasso, Scott Plambek, Alison Primoza, Anthony Reuss, Robert Sanchez, Jessica Sardo, Kristian Secor, Irena Stojimirovic, George Svoboda, Sandra Watts and Guests Marisa Alioto, Lisa Burgert, Courtney Lee, Jennifer Frost Moreno and Manuel Vélez

**Absent:**

Gina Abbiate (Proxy to Naimark), Sakeenah Gallardo (Excused), Alison Gurganus, Laura Maki (Excused), Natalie Mapes (Proxy to Wong), Thekima Mayasa, Judy Sundayo and Karen Wait (Excused)

**I. CALL TO ORDER & WELCOME** by Academic Senate President John Crocitti @ 2:22PM.

Parliamentarian – Manuel Vélez/Timekeeper – TBD/Speaker Coordinator – TBD

**II. APPROVAL OF DRAFT AGENDA:**

Motion to Approve:

**M/S**

Gerace/Naimark

**UNANIMOUS**

Abbiate

(Proxy to Naimark)

Mapes

(Proxy to Wong)

**III. PUBLIC PRESENTATIONS:**

**A. Associated Student Government:** President Phoebe Truong (No Report)

**B. Classified Professionals:** Vice President Courtney Lee

1. We are reviewing the Accreditation Institutional Self-Evaluation Report (ISER).
2. We are preparing for our next elections.

**IV. PUBLIC COMMENTS:** None

**V. APPROVAL OF DRAFT MINUTES:** March 6, 2023

Motion to Approve:

**M/S**

Primoza/Braun

**31 Approve**

Abbiate

(Proxy to Naimark)

Mapes

(Proxy to Wong)

**3 Abstain**

Brown

Hoffman

Miyoshi

**VI. GUEST(s):** None

## VII. COMMITTEE REPORTS:

### A. Committee Reports:

#### 1. Senate Executive Committees:

- a. *Academic Affairs (AA) Committee:* Chair David "Das" Odasso (No Report)
- b. *Professional Advancement Committee (PAC):* Chair Janna Braun (No Report)
- c. *Committee of Chairs (COC):* Chair of Chairs Jill Moreno Ikari
  - 1. SDMC Vice President of Instruction (VPI) Isabel O'Connor was our guest on March 8<sup>th</sup>.
  - 2. District Dean of Student Services Victor Devore was also our guest on March 8<sup>th</sup> and reported on the Spring 2023 Student Drop Report for San Diego Mesa College.
- d. *Curriculum Review Committee (CRC):* Faculty Co-Chair Justin Estep  
As reported by Justin Estep:  
"CRC met 3/16.  
CIC meets 3/23.  
The next CRC is on 4/6.

We have been given some guidance and information on AB 1705 (a FAQ, a Handbook, and our District's Progress/Plan). If you are interested, please email me and if there is a lot of interest, I will share them with Sue, and she can email the group.

Please continue (and thank you for) working on 2- and 6-year reviews."

- e. *Program Review Committee (PRC):* Acting Faculty Co-Chair Dina Miyoshi  
As reported by Dina Miyoshi:

"The program review and resource request trainings are continuing this week. The training schedule and timeline are posted on the Program Review website. A reminder that the resource request submission deadline is April 5<sup>th</sup>."

#### 2. Other Committees:

- a. *The Committee for Diversity Action, Inclusion & Equity (CDAIE):* Chair Judy Sundayo (No Report)
- b. *Mesa Pathways Committee (MPC):* Co-Coordinator Marisa Alioto

As reported by Marisa Alioto:

#### "College of Continuing Education:

CCE Mesa Day was held on March 15th, and over 75 students from our College of Continuing Education gathered to learn more about Mesa College. Participants enjoyed welcome messages from Dean Miller, VP O'Connor and CCE President Dr. Tina King and sessions on paying for college, student and academic supports, and career education and planning. In addition to these informative sessions students toured the campus with special stops at Culinary and Fashion and then enjoyed a resource fair, lunch, and gelato from our own Culinary team. Much appreciation goes to Trina Larson, Cat Prindle and Karla Trutna who helped make this event a success! Stay tuned for next year's edition of CCE Mesa Day!

#### Academic and Career Pathways: Education and Guidance ACP:

Fresh off tabling at Club Rush, the Education & Guidance ACP are focused on two spring events at which they will promote this pathway for interested students:

- April 17, 2023: The Education & Guidance Gala will take place from 11am-1pm in MC 211A/B. Attendees are invited to learn about programs and disciplines in the Education & Guidance ACP. No registration is required, walk-ins are welcomed, and lunch will be provided!
- April 21, 2023: At the Future Educators Summit(Teacher Education), high school students will come to Mesa to obtain information about pathways in Education. Participants will include our Teacher Education students, four-year partner institutions, and K-12 feeder district reps.

This subgroup is also considering a roadshow presentation in May that can potentially partner with the Math, Science & Engineering ACP to inform students about teaching opportunities, as there is currently a shortage in those areas.

#### Academic and Career Pathways: Math, Science & Engineering ACP:

This subgroup is identifying best practices for communicating events to ensure that the reach is wide and across different areas. The Office of Communications helped clarify marketing processes as they relate to social media, Visix, campus calendar, etc. to advertise ACP events to the campus community.

#### Mesa Success Coaches (formerly SST):

The SST pilot continues, and a communication for the month of March was sent to participants. The focus of the SST workgroup is to scale up for the 23-24 academic year, and will now be referred to "Mesa Success Coaches". Based on the available funding, the 23-24 program will be run on a volunteer basis, and the available funds will be used for swag, food, and resources to benefit the students who participate. A recruitment plan and materials are being created, and outreach to different departments for support and participation is in the works.

#### Data Coaching:

The Data Coaching workgroup continues to update module content for their Canvas Shell to include activities in early modules ("Learning Coaches"), modifications to existing modules ("Emerging Coaches") for self-paced work, and the creation of an advanced module ("Confident Coaches") that will walk seasoned coaches through a complete project.

#### Onboarding and Career Exploration:

Work continues on the Mesa Launchboard: A Career Exploration Guide, and a first full draft review will soon be underway. Mesa Journeys 3000 updates are also in the works, and latest version will be previewed at a future MPC meeting, with plans for student focus groups to provide additional feedback.

#### Technology:

This workgroup is identifying additional resources to add to the ACP web pages, which will likely include information related to relevant clubs, campus centers, career information and other resources identified by programs within the various ACPs. The Office of Communications is also developing videos to promote the ACPs.

#### Pathways Fellows:

The Fellows played an integral role in working with the MOST team to assist in the launch of the pilot for Mesa's OnRamp to Online, where the Fellows were an active resource for students enrolled in the course. The Fellows not only provided personalized feedback and encouragement, they drafted weekly announcements with important information for student retention, achievement and compensation. The Fellows also provided guidance by responding to discussion board comments, "grading" student assignments and helping them to complete the course. The Fellows also assisted our Education & Guidance ACP subgroup by hosting a booth at Club Rush to not only discuss this ACP, but provide general information about all Academic and Career Pathways at Mesa College.

#### Credit for Prior Learning:

CPL recently met with the lead from the department of English and Dean to begin a review process for ENGL 101 and military articulation. 2 information sessions to provide clarity on the CPL process are in the planning phases, dates are TBD. A lab has been added to the approved practical credit by exam options for CACM 206B, however, they are waiting for district and curriculum approval to move forward with the first exam (3 students are awaiting approval). Additionally, CPL met with Aquatics Director Jim Fegan and Exercise Science department chair Nathan Resch to discuss two courses and a certification through ARC.

#### Call for Members: Pathways Workgroups and Project Teams:

If you are interested in becoming involved in a Pathways workgroup or project team, please reach out to Marisa Alioto ([malimoto@sdccd.edu](mailto:malimoto@sdccd.edu)) or to Howard Eskew ([heskew@sdccd.edu](mailto:heskew@sdccd.edu)).

Next MPC Meeting: Our next MPC meeting will take place on March 22nd from 12:45 - 2:15pm (meetings are held online via Zoom). Our next Mesa Pathways Working Meeting will take place on April 12th from 12:45 - 2:15pm online via Zoom.

*To learn more about Mesa Pathways: <https://www.sdmesa.edu/mesa-pathways/>*

#### c. *Other Committee Reports:*

Environmental Sustainability Committee (ESC)

As reported by Alison Primoza:

"The ESC asks you to remind your department colleagues about our LEAF workshops this Wednesday and Thursday, March 22 and 23 in LRC 432 (changed from 435) from 2:30 to 4pm or by zoom at <https://tinyurl.com/loftforaleaf> . If you or they cannot attend the workshop we will send a recording when requested and can offer you help on COR changes. 24 ESU's will be awarded to those first to earn them, until we run out. You will learn how to get a LEAF designation as a course with environmental justice and sustainability content. Please go to our survey [https://docs.google.com/forms/d/e/1FAIpQLSeVEkeePRbhCDC4UqDG5im0x-B\\_8hodZFe-pAHxM0QW-maj0A/viewform](https://docs.google.com/forms/d/e/1FAIpQLSeVEkeePRbhCDC4UqDG5im0x-B_8hodZFe-pAHxM0QW-maj0A/viewform)"

#### 3. Senate Executive Officer Reports:

- a. *President Elect:* Andrew Hoffman (No Report)
- b. *Vice President:* Sakeenah Gallardo (No Report)
- c. *Secretary:* Vacant
- d. *Treasurer:* Thekima Mayasa

As reported by Veronica Gerace:

- Current SDMC AS Account Balances: Savings - \$1,035.27/Checking – \$2,700.13

e. *Senator at Large (1)*: Veronica Gerace (No Report)

f. *Senator at Large (2)*: Vacant

g. *President*: John Crocitti

As reported by John Crocitti:

"I reported on the last DGC meeting. Chancellor Cortez emphasized the importance of the two new Vice Chancellor positions. They are intended to bring in more revenue for SDCCD.

Employee Training Instruction is one of the areas emphasized. Vice Chancellor Laurie Cosky spoke about the ETI at the Camp Pendleton Brig and Air Station Miramar. Some of the courses include barber shop training and bakery training.

Vice Chancellors Cosky and Michelle Fischthal will attend our April 10 meeting to explain their responsibilities, Innovation Centers, and other means to improve revenue streams."

#### **VIII. NEW BUSINESS:** None

#### **IX. OLD BUSINESS:**

**A. Accreditation Document Review and Approval:** Hai Hoang – Acting Dean of Institutional Effectiveness & Professor Lisa Shapiro (Second Reading) Institutional Self-Evaluation Report (ISER): [LINK](#)

1. [Lisa Shapiro's Overview of the ISER](#): [LINK](#)

a. *Recommendations*:

- Clarification of the roles and process of leads and collaborating teams
- Bottom-up as well as top-down communications
- More training in collaborative workspace (Teams)
- Presentation of each draft IN PERSON rather than digital only

2. The first presentation of the current ISER to the SDMC AS did not take place until March 6, 2023.

a. The Accreditation Team will remove the timeline items that states the ISER was presented to the SDMC AS prior to March 6, 2023 from the ISER document.

Motion to approve the ISER with the removal of two (2) timeline items:

**M/S**

Duckles/Moreno Ikari

**33 Approve**

Abbate

(Proxy to Naimark)

Mapes

(Proxy to Wong)

**1 Abstain**

Odasso

**B. SDMC AS Elections:** Crocitti

1. Spring 2023 SDMC AS Election Results

a. Congratulations to the following:

- Vice President – Veronica Gerace (Communication Studies)
- Senator at Large (2) – Erin Evans (Behavioral Sciences)
- Senators for Adjunct Faculty:
  - \* Carlynne Allbee (Business)
  - \* Cathy James (Communication Studies)
  - \* Geoff Johnson (Humanities)
  - \* Emmett Lancaster (Mathematics)
  - \* Olga Pilipets (Mathematics)
- CTE Liaison to the SDMC AS (No one has been elected to the position.)

**C. UPDATED Resolution 2023.3.1 – “Nuventive” Software (Replacement for “TaskStream”) Canvas Shell Data**

**Mining:** Crocitti & Fremland (Second Reading)

1. President John Crocitti reported we made the updates at the request of President Ashanti Hands.

2. Friendly amendments to the resolution:

As reported by President Elect Andrew Hoffman:

“First Whereas: change “but not limited to individual student ID numbers” to “but not limited to, individual student ID numbers”

Second Whereas: delete the duplication of “there is no”

Fifth Whereas: change “is also vulnerable data mining” to “is also vulnerable to data mining”

First Resolved: change “from Canvas shells used by” to “from Canvas shells or any subsequent learning management system used by”

Motion to approve with the friendly amendments reported by President Elect Andrew Hoffman:

**M/S**

Braun/Johnson

**33 Approve**

Abbate

(Proxy to Naimark)

Mapes

(Proxy to Wong)

**1 Disapprove**

Estep

**X. ROUND TABLE TOPIC:** None

**XI. ANNOUNCEMENTS:** The Brown Act requires all SDMC AS Standing Committees to meet on campus in spring 2023.

**A.** The next SDMC Academic Senate meeting is April 10, 2023 @ 2:20PM. (Relocated to Room LRC 435.)

**B.** The next Academic Affairs Committee meeting is April 3, 2023 @ 4:15PM in Room A117.

**C.** The next Committee of Chairs (CoC) meeting is March 22, 2023 @ 2:30PM in Room LRC 435.

**D.** The next Curriculum Review Committee (CRC) meeting is April 6, 2023 @ 2:15PM in Room LRC 435.

**E.** The next SDMC AS Executive Committee meeting is April 3, 2023 @ 2:30PM in Room A117.

**F.** The next Professional Advancement Committee meeting is April 19, 2023 @ 2:30PM in Room A117.

**XI. ADJOURNMENT @ 4:10PM.**



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

## Administrative Procedures

### Chapter 4—Academic Affairs

Chancellor's Cabinet First Reading:  
Chancellor's Cabinet Second Reading:  
DGC First Reading:  
DGC Second Reading:

The following Board Policies are being put forth for approval as part of the Board's ongoing 6-year comprehensive review of all Board policies and procedures.

**Category 1 Procedures** New and/or major revisions to policies and/or procedures that are not required by law or regulation, but are recommended by the respective office of responsibility. This category has the most extensive review process.

AP 4236 Advanced Placement of Credit

New Optional Procedure: AB 1342 amended Education Code to encourage districts to engage in international education as resources permit.

**Category 3 Procedures** Technical and/or non-substantive revisions to policies and/or procedures, such as reference updates, title changes, or policies and procedures that are being reviewed for currency but not undergoing significant revision.

AP 4021 Program Discontinuance

Minor technical revisions: change number to align with CCLC;  
update college names

AP 4019 Instructional Program Review

Minor technical revisions: change number to align with CCLC;  
update college names





# SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • COLLEGE OF CONTINUING EDUCATION

## Administrative Procedure

### Chapter 4—~~Instructional Services~~ Academic Affairs

#### AP 5019 AP 4019– INSTRUCTIONAL PROGRAM REVIEW

Chancellor's Cabinet First Reading:  
Chancellor's Cabinet Second Reading:  
DGC First Reading:  
DGC Second Reading:

For the purposes of this procedure, a program shall be defined as a field of study with one or more related certificates and degrees.

A program review process shall be established by the San Diego City College, Mesa College, Miramar College, and College of Continuing Education ~~colleges and Continuing Education~~ which:

1. Meets accreditation standards and Education Code, California Code of Regulations, title 5;
2. Includes procedures for regular review of instructional programs;
3. Ensures career technical education programs are reviewed at least every two years; and
4. Ensures all other programs are reviewed at least every five years.

The Board of Trustees shall make the final decision regarding changes to instructional programs.

Reference: Education Code Section 78016; California Code of Regulations, title 5, sections 51022 and 55130; WASC/ACCJC Accreditation Standard II.A.16

<Pending signature>

APPROVED: \_\_\_\_\_  
Carlos O. Cortez, Ph.D.

DATE: \_\_\_\_\_

<Once signed>

Approved by  
the Chancellor: Month Day, Year



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • COLLEGE OF CONTINUING EDUCATION

## Administrative Procedure

### Chapter 4—~~Instructional Services~~ Academic Affairs

#### AP 5021 AP 4021 INSTRUCTIONAL PROGRAM DISCONTINUANCE

Chancellor's Cabinet First Reading:  
Chancellor's Cabinet Second Reading:  
DGC First Reading:  
DGC Second Reading:

A program may be discontinued by the Board of Trustees based upon evidence that the criteria for program approval is no longer met, as set forth in California Code of Regulations, title 5, section 55130 and Education Code section 78016. For the purposes of this procedure, a program shall be defined as a field of study with one or more related certificates and degrees.

Program discontinuance procedures shall be established by ~~the Colleges and Continuing Education San Diego City College, Mesa College, Miramar College, and College of Continuing Education~~ based on the recognition that the responsibility for program discontinuance is shared cooperatively between the Academic Senate and administrators. The procedures shall include the following criteria:

1. Steps to monitor the impact on other areas including articulation, transfer agreements, as well as student notification, transition and assistance in program completion;
2. A detailed plan and recommended timeline for phasing out the program with the least impact on students, faculty, staff, and the community;
3. A plan for currently enrolled students to continue their academic award, such as a teach-out plan, or a plan for them to meet their educational objectives through alternative means; and
4. A plan that ensures an open and transparent participatory governance process in generating any recommendation to the Board of Trustees regarding program discontinuance.

The Board of Trustees shall consider any recommendation for program discontinuance from the Chancellor at a meeting of the Board in accordance with its regular processes and procedures. The Board shall take into account all information generated in accordance with these procedures, and any other information determined to be appropriate by the Board, in their consideration of the recommendation.

In all cases of program discontinuance, care must be taken to monitor the impact on other areas including articulation, transfer agreements, as well as student notification, and transition and assistance in program completion. Opportunities for retraining and

reassignment of persons affected by program discontinuance will be managed in keeping with the practices of the District.

The Board of Trustees shall make the final decision regarding the discontinuance of programs.

Reference(s): Education Code Section 78016; California Code of Regulations, title 5, sections 51022 and 55130; WASC/ACCJC Accreditation Standard II.A.15

<Pending signature>

APPROVED: \_\_\_\_\_  
Carlos O. Cortez, Ph.D.

DATE: \_\_\_\_\_

<Once signed>

Approved by  
the Chancellor: Month Day, Year

Supersedes: AP 5021 2/10/2017



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • COLLEGE OF CONTINUING EDUCATION

## Administrative Procedure

### CHAPTER 4—Academic Affairs

#### AP 4236 ADVANCED PLACEMENT OF CREDIT

Chancellor's Cabinet First Reading:  
Chancellor's Cabinet Second Reading:  
DGC First Reading:  
DGC Second Reading:

Any student who passes a College Board Advanced Placement (AP) examination with a minimum score of three in a subject matter will be awarded credit in a general education area with a subject matter similar to that of the AP examination.

Students who have completed Advanced Placement (AP) Examinations of the College Entrance Examination Board with scores of 3, 4, or 5 may receive credit for each advanced placement course as listed and published in the college catalog Advanced Placement Chart. Students must submit official transcripts from prior colleges and official test scores.

For any AP examination that the District does not offer a course similar in content, the District will award credit in the General Education area shown on the California Community College General Education AP List. If there is no General Education area that fits the AP Examination, the District may award elective credit.

A student's academic record will be annotated to reflect credit earned through an AP examination.

The District shall post its Advanced Placement Credit procedure on its internet website.

#### Applying for Credit for Advanced Placement Credit

1. Student submits a Request for Transcript Evaluation form through the automated petitioning system.
2. The College Evaluations Office verifies that:
  - a. The official advanced placement score(s) is/are on file;
  - b. The student must have previous academic history (previously earned credit or noncredit from the District) or be currently enrolled in a college at the San Diego Community College District and in good standing;
  - c. The request falls within the limitations of this policy and procedure; and
  - d. All official collegiate transcripts are on file.
3. Once Verified, the College Evaluations Office forwards the official score report and Request for Transcript Evaluation to the District Evaluations Office.

4. The District Evaluator:

- a. Determines the units to be awarded, as published in the college catalog; and
- b. Forwards the original documents indicating the units awarded to the District Records Office.

5. The District Records Office:

- a. Records the units to student's permanent academic record;
- b. Images all documents for permanent storage; and
- c. Returns the documents to the District Evaluator to record the coursework to the student's permanent academic record.

Limitations

1. Credit will be granted within limitations in the college catalog. Departmental approval is required to satisfy.
2. The units granted may not be used to satisfy the graduation in residence requirement.
3. The units granted will not be counted in the student's current study load.
4. Credit for standardized tests will not be granted if it duplicates any other credit awarded to the student.
5. Processing fees will not be applicable.
6. Only unit credit is granted. No grades will be recorded.
7. Duplicate credit will not be awarded for non-traditional education sources and completed coursework.
8. Credit awarded through credit for prior learning may not be used for grade alleviation.

Course-to-course awarding of AP credit shall be made by the appropriate discipline faculty. Faculty should refer to the Credit for Prior Learning Approval process in AP 4235 Credit for Prior Learning to propose AP credit be awarded for major requirements for a course in the course catalog.

Reference: Education Code Section 79500; Title 5 Section 55052

<Pending signature>

APPROVED: \_\_\_\_\_  
Carlos O. Cortez, Ph.D.

DATE: \_\_\_\_\_

<Once signed>

Approved by

the Chancellor: Month Day, Year

Supersedes: New Procedure





**Resolution 2022.4.1 - Constitutional Changes (SDMC AS Committee on Elections):** Dr. Veronica Gerace and the SDMC AS Academic Affairs Committee

Move:

Second:

Whereas, Duties of the Academic Senate Executive Committee include proposing amendments to the Senate Constitution, Bylaws or the Senate Rules in accordance with State and local governance as appropriate; and

Whereas, the Academic Affairs Committee reviews, considers and comments on standards established by State and local governance policies under the purview of the Senate; and

Whereas, Amendments to Senate Constitution may be adopted during regular Senate meetings, by a two-thirds (2/3) vote of Senators present at the regular meeting, given that the proposed amendments have been previously presented; and

Whereas, it is the duty of the Committee on Elections to ensure campus-wide communication about Elections and election procedures, be it therefore

Resolved that the following Senate Constitution amendments be ratified:

**SECTION 7 - COMMITTEE ON ELECTIONS:**

**A. Composition:**

The Committee shall consist of:

1. A Chair who is not part of the Senate Executive Committee and at **least** two (2) Faculty members. Selection of the Chair shall be voted on by standing members of the committee and ratified by the Senate Executive Committee, as outlined by Article I, Section 5, Subsection D. Standing members shall be appointed by the Committee on Committees. The total number of committee members, including the Chair, shall be an odd number representing a variety of departments.
2. If any member of the Committee on Elections wishes to be a candidate for a Senate Executive position, then that member must vacate their seat on the Committee on Elections prior to announcing their candidacy.

**B. Duties:**

The Committee on Elections shall be responsible for:

1. Supervising and administering elections for all Senate offices.
2. **Holding regular meetings with dates and times published/shared.**
3. **Communicating the names/composition of The Committee on Elections with faculty as part of their regular communications with faculty.**
4. Establishing election procedures.
5. Identifying vacancies, election procedures and recruitment strategies for filling Senate vacancies.
6. **Developing a recruitment and election plan by January of each year to be shared with the Senate Executive Committee.**
7. **Sharing election procedures with all faculty at least one month prior to the election open period, as well as during the nomination period and through the conclusion of each election.**
8. Resolving cases when there is doubt regarding election results, the eligibility of a candidate to run for office, membership in the Senate or membership status of the electorate.
9. Conducting all opinion polls that are initiated by the Senate.

Presented to the Academic Senate:

Approved by the Academic Senate:

African American Latino Black BIAsian Hispanic  
Native American people of Color Chicano Asian  
Pacific Islander White Exotic Minority  
Persian Middle Eastern LatinX

# **“So...What Are You?” “What Should We Call You?”**

Panel & Group Discussions about Labels and Inclusion

**Date: Tuesday, April 25, 2023**

**Time: 2:30 - 4pm**

**Where: SD Mesa College, LOFT**

Understanding labels is important to fostering inclusion  
for our students and amongst ourselves.

Please join us for this interactive session.

**Panelists:** Dr. Veronica Gerace, Professor Manuel Velez, Dr. Thekima Mayasa

Flex#: TBA (Coming Soon)

This is a Collaboration of:

The SDCCD Black Student Success Institute - SDCCD Educational Services Division

Mesa's Dynamic Dialogue & Discussions

Mesa's Committee for Diversity Action Inclusion & Equity

The HSI Grant

The ANAPESI Grant