



**College Governance Council
September 11, 2019
Minutes**

Present

Jeff Lehfeltdt, Celia Esposito-Noy, Ed.D., David Williams, Ph.D., Alysa Borelli, John Siefert, Camille Gard, Irene Camins, LaNae Jaimez, Sal Abbate, Robert Diamond, Kevin Anderson, J.D., Greg Ratzinger, Michael Wyly, Greg Ratzinger

Absent

Erin Farmer, Danielle Gonzalez, Sylvia Dorsey-Robinson

Call to Order

The meeting was called to order at 3 p.m. by Dr. Celia Esposito-Noy, Superintendent-President.

Approval of Agenda

The agenda was approved by consensus.

Approval of Minutes

The Minutes of May 8, 2019 and August 28, 2019 were approved by consensus.

Public Comments

There were no public comments

Revisions to AP 5040, Admission of International Students

Alysa Borelli, Dean of Enrollment Services, reviewed with Council members proposed changes to Policy 5040, Admission of International students, that lengthens filing timelines and also a title change from Director of Admissions and Records to Dean of Enrollment Services.

The changes were approved unanimously; the revised policy will be sent forward to the Governing Board Policy subcommittee.

Update on Fiscal Advisory Committee Activities

Robert Diamond, Vice President of Finance and Administration, reported that the Fiscal Advisory Committee is currently working on:

- Looking into changing the plan administrator for the Retirees medical plan.
- Considering using an outside trust for PERS and STRS account to provide a higher return rate.
- Begin looking at options to change the college's health care plan from PERS to a JPA. An advisory committee has been formed with includes representation from all constituencies.

Guided Pathways

Michael Wyly, Guided Pathways Coordinator, reported that the Guided Pathways Steering Committee has met will be looking at data regarding students that do or do not persist from the first semester to the second semester, to see if they can identify patterns and provide interventions. Student Services Consultant Sylvia Dorsey-Robinson will be helping to put together intervention teams.

Enrollment Update

Dr. David Williams, Vice President of Academic Affairs, reported on headcount and enrollment trends for Fall 2019. The challenge now is to keep students enrolled at census through the end of the semester.

A request was made to include a weekly "tip" in the College's newsletter, *Inside Solano*, that includes information and timely reminders to faculty, staff and students.

BP and AP 6206 General Education Reciprocity (new)

Vice President of Academic Affairs, Dr. David Williams, reviewed the new Board Policy and Procedures 6206, General Education Reciprocity, that allows General Education courses taken at other regionally accredited colleges and universities to be accepted by SCC to meet general education requirements.

BP and AP 6206, General Education Reciprocity, were approved unanimously. The policy will be forwarded to the Governing Board policy subcommittee.

BP 6220 Standards of Scholarship (revised)

Dr. David Williams, Vice President of Academic Affairs, reviewed revisions to BP 6220, Standards of Scholarship. It was noted that the title of BP and AP 5110, Academic Renewal should be changed to “Academic Renewal *without Course Repetition*.”

Revisions to BP 6220, Standards of Scholarship, General Education Reciprocity (that includes the title change of BP and AP 5110 to Academic Renewal *without Course Repetition*), were approved unanimously. The policy will be forwarded to the Governing Board policy subcommittee.

Adjournment

There being no further business, the meeting was adjourned at 4:05 p.m.

SOLANO COMMUNITY COLLEGE DISTRICT

STUDENT SERVICES PROCEDURES

ADMISSION OF INTERNATIONAL STUDENTS

Policy #5040

ENROLLMENT ELIGIBILITY AND REQUIREMENTS

International students on an F-1 Visa may be admitted for the Fall and Spring semesters provided that the following documents are on file in the Office of Admissions and Records no later than ~~July 15~~ **April 1 for the Fall** semester and ~~December 1~~ **October 1 for the Spring** semester.

International students can be admitted to the summer term on a case-by-case basis upon review by the Director of Admissions and Records or designee.

International Students Must:

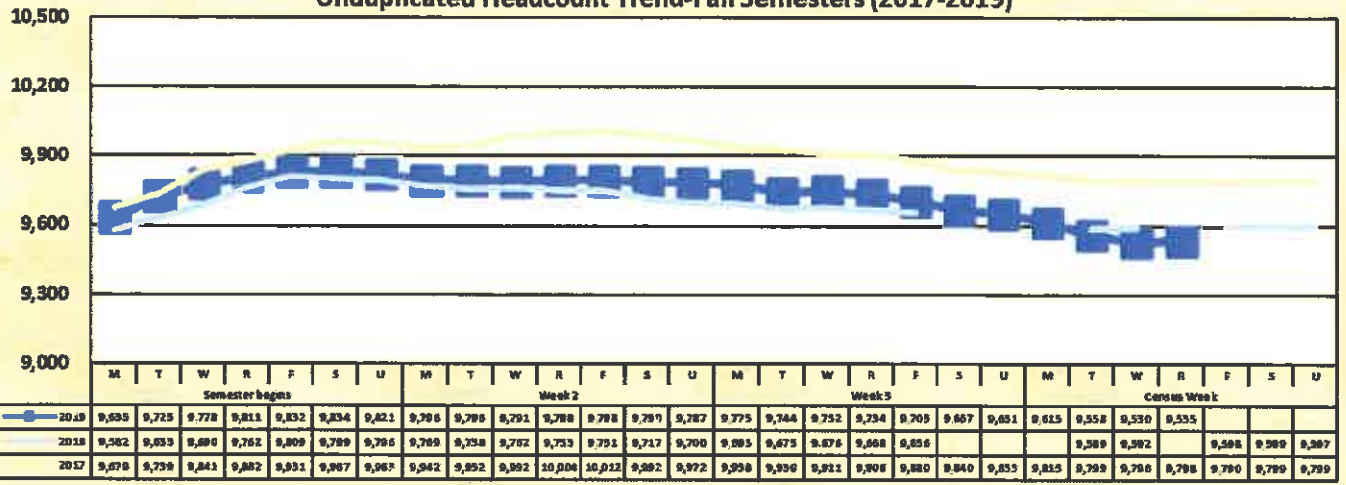
1. Apply for Admission online or by submitting a completed paper Application for Admission.
2. Submit official transcripts from all secondary schools, universities, or professional schools. Transcripts must be accompanied by an official English translation.
3. Submit scores from the Test of English as a Foreign Language (TOEFL.) A minimum score of 500 on the paper-based test, or a score of 173 on the computer-based test is preferred for admission.
4. File a current declaration and certification of finances.
5. File a current certificate of health, including a tuberculin test. A copy of the health verification certificate submitted to immigration is acceptable provided it is not more than one year old.
6. Provide a local address.
7. Prior to the start of the term to be attended, present a valid I-94 to the Designated School Official.
8. Non-resident tuition is determined annually by the Governing Board. All fees are subject to change by the Board of Governors. Payment of fees including non-resident tuition and enrollment fees is required upon registration. Students who wish to seek a deferment of fees must submit their request in writing to the Director of Admissions and Records. Decisions will be made on a case by case basis.
9. Maintain enrollment in at least 12 semester units of academic work each semester and meet with the Designated School Official prior to enrollment to review academic progress.

Governing Board Review: January 12, 2012

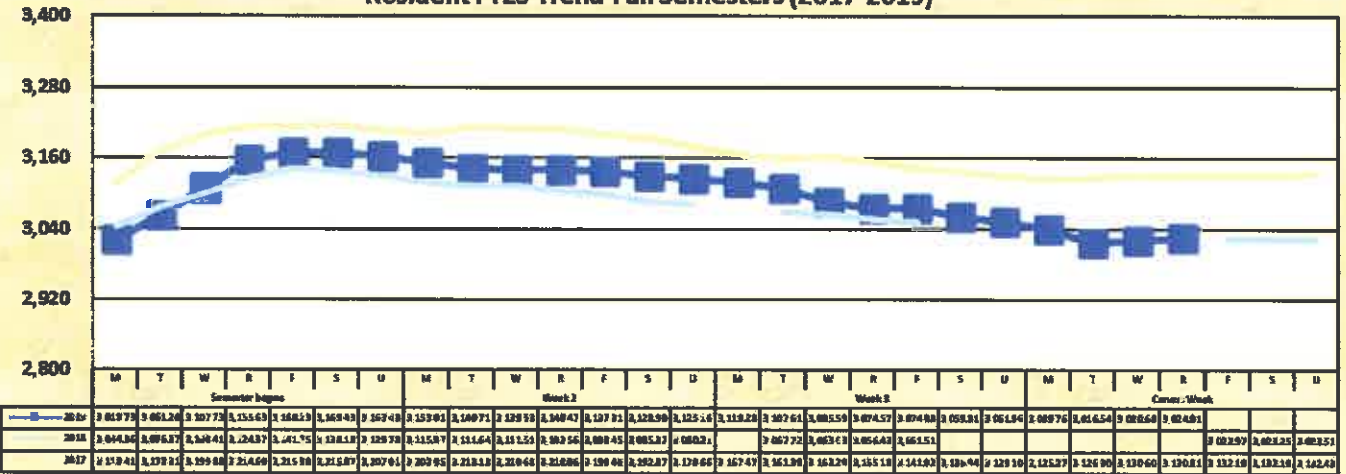
Revised:

HEADCOUNT AND ENROLLMENT TRENDS FOR FALL 2019

Unduplicated Headcount Trend-Fall Semesters (2017-2019)



Resident FTES Trend-Fall Semesters (2017-2019)



SOLANO COMMUNITY COLLEGE DISTRICT

GENERAL EDUCATION RECIPROcity

6206

PROCEDURES

The Superintendent-President shall ensure that credits taken at other regionally accredited colleges and universities, which meet a general education (GE) requirement at the original institution, may be accepted by Solano Community College to meet general education requirements.

Central to an Associate degree, general education is designed to introduce students to the variety of means through which people comprehend the modern world. Procedures for ensuring that individual courses meet the standards of general education policy exist at all colleges, and as such Solano Community College regularly accepts credits earned at other institutions to meet graduation requirements locally.

Since general education criteria are specific to individual colleges, and since curriculum varies widely across institutions of higher education, it is not unusual that a specific course will meet the GE requirements for one institution but not for another. In such cases, it will be the policy of Solano Community College to accept GE credit in the following scenarios:

- (1) If a specific course meets a GE requirement at one institution but the comparable course at SCC does not meet that requirement locally, SCC will accept the course for units and for the identified GE credit category.
- (2) If a specific course meets a GE requirement at one institution but a comparable course does not exist at SCC, SCC will apply the course for satisfaction of the GE category. Acceptance of the course for degree or certificate applicability is subject to the Course Substitution policy of the college.
- (3) As part of the transcript evaluation or at the request of the student submitting a course for consideration, if a course from the original institution meets a GE pattern that does not exist at SCC, but that course could reasonably align with an existing SCC GE pattern, then Admissions & Records may apply the credit.
- (4) If a student took a course at SCC that satisfied an area of an SCC GE pattern at the time the course was taken, the course will be honored for that GE area even if the course is no longer offered at SCC or if the SCC GE pattern has since changed.

REFERENCES/

AUTHORITY: CCR 5, Section 55063(b)

REVIEWED:

SOLANO COMMUNITY COLLEGE DISTRICT

GENERAL EDUCATION RECIPROCITY

6206

POLICY: The Superintendent-President shall establish procedures for awarding general education credit consistent with Board Policy 6205 to students who have earned credits at another regionally-accredited institution, when those credits fulfill a general education requirement at the original institution but for which Solano Community College has no comparable course or for which SCC's course does not satisfy the same requirement.

**REFERENCES/
AUTHORITY:** CCR 5, Section 55063(b)

ADOPTED:

SOLANO COMMUNITY COLLEGE DISTRICT

STANDARDS OF SCHOLARSHIP

6220

POLICY: The Superintendent-President shall establish procedures that establish standards of scholarship consistent with the provisions of Title 5 Sections *51002*, 55020 et seq., 55031 et seq., 55040 et seq., *55050 et seq.*, and Board policy.

These procedures shall address: grading practices, academic record symbols, grade point average, credit-by-examination, academic and progress probation, academic and progress dismissal, academic renewal, course repetition, limits on remedial coursework, and grade changes.

These procedures shall be described in the Solano Community College District catalog.

See Governing Board Policies and Procedures:

- *BP and AP 6410, Grading and Academic Record Symbols (including Grade Point Average)*
- *BP and AP 6040, Credit by Examination*
- *BP and AP 5100, Standards for Probation and Dismissal*
- *BP and AP 5110 Academic Renewal*
- *BP and AP 6000, Course Repetition*
- *AP 6025, Remedial Coursework*
- *BP and AP 6411, Grade Changes*

**REFERENCES/
AUTHORITY:**

Education Code Section 70902(b) (3)

Title 5 Sections *51002*, 55020 et seq., 55031 et seq., and 55040 et seq., and *55050 et seq.*

ADOPTED:

March 1, 2017

REVISED:
