

Agenda – Oxnard College Academic Senate Meeting

October 27, 2014 – 2:00 pm

- I. Call to Order**
- II. Adoption of the Agenda**
- III. Public Comment**
- IV. Announcements**
- V. Approval of Minutes from October 13, 2014**
- VI. Treasurer’s Report**

- VII. Campus Committee and Departmental Reports; AFT report; Student Success**
- VIII. President’s Report (Board Meeting; Equity; Funding; Misc.)**

- IX. Action Item – First Reading – Distance Ed Committee Membership Definition**
- X. Action Item – Second Reading – District Mission Statement**
- XI. Consent Calendar (AP 4050: Articulation)**
- XII. Study Session – AB 850 (baccalaureate degrees for community colleges; current restrictions and future action)**

- XIII. Study Session – Upcoming Plenary Issues, Resolutions and Disciplines List**

- XIV. Adjournment**

Distance Education Committee Membership Definition

Every department that offers at least one distance-education course must send a representative to the committee. The department chair shall be notified when any department is unrepresented for two consecutive meetings. Any department that is unrepresented for three or more consecutive meetings shall have its dean and the EVP notified along with a recommendation that said department not have any DE offerings in the following term.

Approved by the Distance Education Committee: May 8, 2014

Discussed by the Curriculum Committee: August 27, 2014

Revised by the Distance Education Committee: October 2, 2014

Approved by the Curriculum Committee: October 8, 2014

Approved by the Academic Senate:



Book VCCCD Board Policy Manual
Section Chapter 4 Academic Affairs
Title BP 4050 ARTICULATION
Number BP 4050
Status Active
Legal [Title 5, Section 51022\(b\)](#)
Adopted February 16, 2006
Last Reviewed October 11, 2011

The Chancellor, in consultation with the Academic Senates, shall establish procedures that assure appropriate articulation of the District's educational programs with proximate high schools and baccalaureate institutions. The procedures also may support articulation with institutions, including other community colleges and those that are not geographically proximate but that are appropriate and advantageous for partnership with the District.

See [Administrative Procedure 4050](#).

Last Modified by Laurie Nusser on October 17, 2011

Book VCCCD Administrative Procedure Manual
Section Chapter 4 Academic Affairs
Title AP 4050 ARTICULATION
Number AP 4050
Status Active
Legal [Education Code, Section 66730-66744](#)
[Education Code, Section 66725](#)
[California Education Code, Section 66720](#)
[Accreditation Standard II.A.6.a](#)
[Title 5, Section 51022\(b\)](#)
Adopted May 12, 2009
Last Reviewed October 11, 2011

Articulation between VCCCD and Baccalaureate Institutions

The responsibility for the development, maintenance, and distribution of articulation agreements between VCCCD ([Ventura College Community College District](#)) and [in-state community colleges and baccalaureate institutions](#) is assigned to the individual Articulation Officers at each college in the District.

The articulation review processes are defined for a:

1. the Colleges of VCCCD
2. ~~maintenance of existing articulation agreements of public and private~~ in-state community colleges ~~and/o~~
- 2-3. ~~public~~ four-year institutions - [California State University \(CSU\) and University of California \(UC\)](#); ~~and~~
- 3-4. ~~private, independent, proprietary or out-of-state institutions.~~

The Colleges of VCCCD

The Articulation Officer:

~~Annually reviews the type(s) of articulation agreement sought and updates the following articulation:~~

- ~~• Transfer~~
- ~~• General education/breadth requirements~~
- ~~• Major preparation~~
- ~~• Courses by department~~
- ~~• Course to course~~
- ~~• Other, such as admission or graduation by subject matter~~

~~Coordinates with the other institution to exchange needed documentation, such as catalog or course outlines.~~

~~Coordinates with on-campus department(s) to ensure accuracy of the proposed courses to be included in an agreement.~~

~~Completes agreement.~~

2.27.14 DTRW-I review – version from AOs received 2.24.14

Cabinet review 4.14.14; [9.20.14](#)

[DTRW-I 9.18.14, DTRW-I 10.09.14 with edits from meeting](#)

Once approved by both institutions, the Articulation Officer ensures that information is appropriately publicized and updated through publications such as Articulation System Stimulating Inter-Institutional Student Transfer (ASSIST), the college catalog, and the schedule of classes. The new articulation agreement will be publicized to faculty and students, in particular, the disciplines most directly affected by the agreement.

- VCCCD Comparable Course List with C-ID (Course Identification Number System)
- VCCCD General Education (GE) Placement List
- ~~VCCCD Approved Course Identification Number System (C-ID) Course List~~

Maintenance of existing articulation agreements of in-state community colleges and/or public four-year institutions

The Articulation Officer ~~r~~:

~~R~~reviews and updates the following:

- University of California Transfer Course Agreement (UC TCA)
- California State University (CSU) Baccalaureate Level Course List
- Intersegmental Segmental General Education Transfer Curriculum (IGETC)
- CSU General Education/Breadth (CSU GE-Breadth) requirements
- CSU United States History, Constitution, and American Ideals Courses
- Course Identification Numbering System (C-ID)
- Articulation Agreements by Major (major prep)
- Articulation Agreements ~~by Courses~~ by Department (course-to-course)
- Other agreements, such as admission or graduation requirements by subject matter

The Process includes:

- Coordinating with the other institution to exchange needed documentation, such as catalog ~~and/or, or~~ course outlines. ~~and/or~~ When syllabi are required, the Articulation Officer will request them from the respective division/department.
- Coordinating with on-campus department(s) to ensure accuracy of the proposed courses to be included in an agreement.
- Completing the agreement.
- ~~Once completed, Publicize the agreement.~~

~~the Articulation Officer ensures that information is appropriately publicized and updated through publications such as Articulation System Stimulating Inter-Institutional Student Transfer (ASSIST), the college catalog, and the schedule of classes, and College website. The new articulation agreement will be publicized to faculty and students, in particular, the disciplines most directly affected by the agreement.~~

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Private, independent, proprietary or out-of-state institution

Articulation agreement requests by other popular transfer destination campuses will be considered on case-by-case basis. Articulation priority will be given to VCCCD, ~~EGG~~in-state community colleges, CSU and UC campuses and to state-mandated programs and projects (i.e., C-ID).

2.27.14 DTRW-I review – version from AOs received 2.24.14

Cabinet review 4.14.14; [9.20.14](#)

[DTRW-I 9.18.14](#), [DTRW-I 10.09.14](#) with edits from meeting

Articulation Officer reviews the type(s) of articulation agreement sought (see list in previous section).

The Articulation Officer:

- ~~Researches the institution's background, including the type and status of its accreditation, its educational philosophy, and the pros and cons of an articulation agreement.~~
- ~~Meets with his or her counterparts at the District Colleges to review the research and seek unanimity for or against creating articulation with the subject institution.~~
- ~~Reviews this research with the appropriate College Dean and EVP prior to the development of a potential agreement.~~

~~In the event of a lack of district-wide consensus on a proposal, the EVP refers that proposal to the College President, who will collaborate to make the final determination.~~

~~If the elements of a potential agreement do not align with the college mission, or appear not to serve the interest of students, the process is halted without further work.~~

~~If consensus is reached district-wide with the Articulation Officers, and if the College Dean and EVP have reviewed and approved the proposed agreement, the proposed agreement is forwarded to DCSL (District Council for Student Learning) for review.~~

~~Upon review and recommendation by DCSL, the proposed agreement is reviewed at Chancellor's Cabinet prior to final signing by the Articulation Officer.~~

New Articulation Agreements

The Articulation Officer:

- Researches the institution's background, including the type and status of its accreditation (VCCCD will only accept proposals from Regionally Accredited Institutions), its educational philosophy, and the pros and cons of an articulation agreement.
- Meets with his or her counterparts at the District Colleges to review the research and seek unanimity-consensus for or against creating an articulation agreement with the subject institution.
- Reviews this research with the appropriate College Dean and/or EVP prior to the development of a potential agreement.

In the event of a lack of district-wide consensus on a proposal, the EVP refers that proposal to the College President, who will collaborate to make the final determination.

If the elements of a potential agreement do not align with the college mission, or appear not to serve the interest of students, the process is will be halted without further work.

If consensus is reached district-wide with the Articulation Officers, and if the College Dean and EVP have reviewed and approved the proposed agreement, the proposed agreement is forwarded to DCSL DTRW-I (District Technical Review Workgroup-Instructional Council for Student Learning) for review.

2.27.14 DTRW-I review – version from AOs received 2.24.14
Cabinet review 4.14.14; [9.20.14](#)
[DTRW-I 9.18.14, DTRW-I 10.09.14 with edits from meeting](#)

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Upon review and recommendation by ~~DCSL~~ DTRW-I, the proposed agreement is reviewed at Chancellor's Cabinet prior to final signing by the Articulation Officer.

Maintenance of Existing Articulation Agreements

~~The Articulation Officer:~~

~~Reviews and updates articulation agreements as requested and provided by the Outside Institutions and follows the same process as the In-State Community College or Four-year Institutions as outlined above.~~

Articulation between VCCCD and High School Institutions

~~The responsibility for the development of new, maintenance and high schools to and colleges articulation agreements, maintenance and distribution of existing articulation agreements distribution of articulation agreements between VCCCD and the high schools is assigned to the individual Career Educational Specialist, to the appropriate individual, a dean or designee at each college in the District and is defined in AP 4051.~~

New Articulation Agreements

~~The Career Education Specialist:~~

- ~~Coordinates the process of course reviews between the participating high school and the college.~~
- ~~The high school and college discipline faculty are responsible for the curriculum review for comparability of courses, and~~
- ~~The College discipline faculty will determine how courses and unit credits will be awarded for college credit.~~
- ~~Maintenance of Existing Articulation Agreements~~

~~The Career Education Specialist:~~

~~Reviews and updates of the high school articulation agreements are conducted when there are changes to the curriculum and on as-needed basis.~~

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