

**Academic Council**  
**Minutes: 11-03-03 meeting**  
**3:00p.m. To 5:00pm, Room 425**  
**Submitted by Mary Ellen Sullivan**

**Present:** Jennifer Lee-HASS, Valerie Nelson -Counseling, Jay Jackson-Counseling, Brad Krein-NAS, Robert Diller-HWPEA, Alice Rink-HWPEA, Nick Roberts-Chair, Gloria Garing, Registrar, Stephen Rider- Student, Mary Ellen Sullivan-Articulation Officer, Joseph Krause-NAS, Dawn Nakanishi-VAPA, Ekuia Omosupe-BELA, Calais Roussel-BELA, Claire Biancalana-VP, Instruction, Katherine Niven, HASS

**Guests** Wanda Garner-Dean-NAS, Shirley Flores-Munoz-Health Career Advocacy Coordinator, Cherly Zozaya, Assistant Registrar

**Absent:** 1 rep each from HASS & VAPA, 1-student

**I. Call to Order—3:05**

**II. Approval of Minutes—10-20-03 minutes approved.**

**III. Old Business:**

**A. Revisions to Repeatability Policy-sections 2a &2e**

Shirley Flores-Munoz addressed the group with her concerns regarding the removal of Section 2e. Shirley made the point that we cannot generalize about the effects of this policy change because not allowing repeats may negatively affect certain groups of students. For example, many of our second language students may need more than 17 weeks to grasp the material in these biology courses (Biology 5 & 6) because they are dealing with language difficulties as well as the difficulty of the material itself. The same is true of students with learning disabilities. Shirley said that the California Wellness Grant would fund some study skills classes for the next few semesters, but that Debra Shulman had proposed a course for student success in the sciences that did not get funded through the general fund and so it was never offered. Shirley made the case for early intervention—as soon as the results of the first exam in the class are known. A student receives a “C” or less should be directed to see a counselor or a study skills instructor and develop a plan for the remainder of the semester. The instructor of the course should also be involved. If students wait to take a class over, they may lose the academic gains they have accomplished in the class. Shirley suggested that students should meet with a counselor to discuss their situation and that the counselor should be the person who signs the approval to repeat form.

It was pointed out that removal of 2e actually ensures that students will get individualized attention rather than just repeating the course without the benefit of guidance. Students would just need to obtain permission to repeat which would mean meeting with the instructor to discuss the problems they encountered and come up with a plan to remedy the situation. Right now, students just repeat the class without the benefit of guidance or discussion with a counselor or the instructor

of the class. According to Tom Sourisseau many of these students end up dropping the class or not doing better than the first take.

Wanda pointed out that demand is very high for these classes and allowing automatic repeats without intervention means many students are not able to get into the class.

Jay was asked to repeat his suggestion for the revision of 2a. He suggested that we drop the second sentence from the policy therefore allowing a broader interpretation of extenuating circumstances. Gloria pointed out that the circumstances mentioned in the current policy would need to be on the revised form because Cabrillo does collect FTES for students repeating under those specific circumstances.

Joseph Krause made a motion to change the word nonsubstandard to satisfactory wherever it appears in the policy. The motion was approved.

Mary Ellen moved to approve removed of Section 2e and removal of the second sentence of 2a. Jay seconded. The motion passed unanimously.

Discussion of the procedure to be followed will be taken up by the Matriculation Committee. Shirley and Mary Ellen will attend those meetings to help develop the procedure and ensure that intervention is built into the policy.

#### **B. Revision to AP Policy-add Area 3B for Hist 4B**

Mary Ellen asked that Area 3B be added to the AP policy for History 4B. Currently, History 4B can fulfill either Area 3B or Area 4 on the GE lists. The AP policy should match the general education form. The Council approved the request unanimously.

#### **IV. New Business:**

##### **A. Math graduation requirement—Info item from Wanda Garner**

Wanda reported on the discussions within the Math Department regarding the raising of the math competency graduate requirement for the AA or AS degrees to Intermediate Algebra. The Math department is looking at three possible options:

1. Putting forward the existing Math 152 course as the new math competency requirement,
2. Revising the existing Math 152 taking out some of the trig topics and putting those into Math 4,
3. Developing a new course on the same level as Math 152 that would address the needs of Occupational students.

Wanda said that the Math department seems evenly split between Option 2 and 3. The AC membership seemed to agree that #3 is a good option.

##### **B. Timeline for implementing new Academic Standing Policy-- Information item from Gloria**

#### **V. Items from the Floor—none**

#### **VI. Adjournment—4:10**