

Cabrillo College

AGENDA ITEM BACKGROUND

TO: GOVERNING BOARD		DATE January 14, 2013
FROM: PRESIDENT		
SUBJECT: Board Policy Revisions: Office of Instruction, First Reading		ENCLOSURE(S) Page 1 of 7
REASON FOR BOARD CONSIDERATION INFORMATION	ITEM NUMBER D.5	

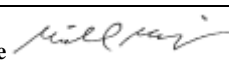
BACKGROUND:

The District is in the process of revising Board Policies utilizing the California Community College League's model policies as applicable. This Board Policy has been reviewed by the appropriate committees on campus including the President's Cabinet.

Attached are revisions to Board Policies in the Instruction component as listed below:

Board Policy	Action
3040 Career Technical Education Programs	Updated to reflect League Language
3080 Cooperative Work Experience Education	Updated to reflect League Language
3130 Contract Education	Updated to reflect League Language
3160 Specially Funded Programs	Updated to reflect League Language
3610 Multiple and Overlapping Enrollments	Updated to reflect League Language
3700 Distance Education	Updated to reflect League Language

Board policies are presented as a first reading for Governing Board review and will return for action at the next Governing Board meeting.

Administrator Initiating Item: Wanda Garner, Acting VPI Kathie Welch, Acting VPI	Academic and Professional Matter <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Final Disposition
	If yes, Faculty Senate Agreement <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	Senate President Signature 	

~~OCCUPATIONAL CAREER TECHNICAL EDUCATION PROGRAMS~~

~~CURRICULUM~~

BP 3040

In accordance with ~~California Administrative Code, Title 5, Section 55404 and Education Code 66010.4(a) and~~ the mission of Cabrillo College as stated in the *College Catalog*, the District offers to each individual participant in ~~an occupational~~ a Career Technical Educational (CTE) program the opportunity to acquire the required job skills that will lead to employment. A student planning to enter an occupation or desiring to upgrade job skills should enroll in one of the ~~occupational Career Technical Education curricula~~ programs as described in the *College Catalog*. Students who complete graduation requirements are eligible to receive an Associate in Science degree. Students may qualify for ~~a~~ Certificates of ~~Proficiency Achievement and Skills Certificates~~ by completing selected courses as specified in the *College Catalog* ~~in occupational areas totaling approximately thirty units~~ and by meeting requirements listed in Board Policy 3010, Graduation Requirements. ~~Certificate programs usually do not include the general education component, but may in the allied health occupations.~~

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Legal Reference: Education Code Sections ~~66010.4(a) 52350 and 78201; and Ca. Adm. Code, Title 5, Section 55404.~~

Adopted: April 4, 1988

Revised:

**COOPERATIVE WORK EXPERIENCE
EDUCATION & SERVICE LEARNING PROGRAM****BP 3080**

In accordance with California Education Code and California Administrative Code, Title 5, it is the policy of Cabrillo College to provide a Cooperative Work Experience Education and Service Learning program. The program provides students with realistic learning experiences in a work setting. The work-based learning experiences are related to classroom-based instruction and are consistent with students' educational goals. No student shall, on the basis of ethnic group identification, national origin, religion, age, sex, color, physical or mental disability or sexual orientation be subject to unlawful discrimination under this program.

Legal Reference: Education Code Section 78249; and California. Administrative Code, Title 5, Sections 555250 through 55257.

Adopted: April 4, 1988

Revised: January 10, 2000

Revised:

CONTRACTUALCONTRACT EDUCATION

BP 3130

Cabrillo College recognizes that ~~contractualcontract~~ education programs meet the continuing and developing needs of public agencies and private employers. The college may provide to public or private agencies, corporations, associations, or any other body or person, ~~contractualcontract~~ education programs consistent with the mission of the college. Such ~~contractualcontract~~ education programs may be offered for credit, non-credit, or not-for-credit; ~~shall not be included for purposes of calculating the full-time equivalent students (FTES) for apportionment unless all statutory and regulatory conditions for generating FTES are met. shall be outside of existing funding formulas for state reimbursement; shall~~ provide for payment of all costs incurred by the college; and shall be recommended by the Office of Instruction for approval by the Governing Board.

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Legal Reference: Education Code Sections 78020 through 78023.

Adopted: April 4, 1988

Revised: ???

SPECIALLY FUNDED PROGRAMS**BP 3160**

Programs at Cabrillo College which are funded through a grant external to the college general fund are defined as “specially funded programs.” Cabrillo College recognizes that specially funded programs offer opportunities for the expansion and enrichment of the curriculum, ~~and~~ for direct aid to students, and for other activities that advance the college mission. The college shall undertake carefully selected specially funded programs if they are consistent with the mission, goals and objectives of the college and approved by the Governing Board.

Legal Reference: None

Adopted: April 4, 1988

Revised: _____

MULTIPLE AND OVERLAPPING ENROLLMENTS**BP3610**

Reference: Title 5 Section 55007

Multiple Enrollments in the Same Course in the Same Term

The **{CEO}** District shall establish procedures to ensure that students may **only not** enroll in two or more sections of the same credit course during the same term **if unless** the length of the course provides that the student is not enrolled in more than one section at any given time.

Overlapping Enrollments

The **{CEO}** District shall establish procedures to ensure that students may enroll in two or more courses **simultaneously only** when the meeting times overlap **10 minutes or less per week** and when all conditions in AR 3610 are met **only under the conditions specified in compliance with** Title 5, 55007.

See ~~Administrative Regulation 3610~~

Adopted: _____

DISTANCE EDUCATION**BP 3700**

Cabrillo College shall offer a Distance Education Program that provides a wide variety of online classes. Each proposed or existing course offered in a distance learning format shall be reviewed and approved separately from other delivery modalities. Distance learning courses will meet the same criteria as all other courses. The review and approval of new and existing distance learning courses shall follow the curriculum approval procedures outlined in Administrative Regulation 3120, Program and Curriculum Development and Planning.

Consistent with federal regulations pertaining to federal financial aid eligibility, the District will authenticate or verify that the student who registers in distance education or correspondence education courses is the same student who participates in and completes the course or program and receives the academic credit.

Legal Reference: Ca. Adm. Code, Title 5, Section 55200

Adopted: _____