LAVC Academic Senate Motion/Resolution Form

Motion # :
(Assigned by Senate President)
Date Presented to Senate: April 18, 2018

Revision of a previous motion? ☐ Yes

Initiator: Los Angeles Valle College Curriculum Committee

Statement of Motion/Resolution: (*Use separate form for each issue.*)

Reaffirm: Courses required by a department for a Certificate of Achievement or Associate Degree must be offered at least once every 2 academic years. Courses that are listed as restricted electives need not be offered once every two years as long as enough choices are provided and offered such that students can complete the required elective units within two years.

Addition: In light of the 3 year SLO assessment cycle, courses listed by a department as part of a Certificate of Achievement or Associate Degree, or offered as a stand alone course, must be offered at least once every 3 academic years.

Addition: The need for course and program review is an ongoing responsibility of faculty. We are responsible for ensuring that programs are attainable within 2 years and that the courses and programs listed in our catalog are accurate. The Curriculum Chair is not involved in scheduling. Therefore, department chairs, discipline faculty, and area deans shall monitor the cycle of course scheduling and discuss the role of courses in danger of not meeting the 2 or 3 year cycle. Department Chairs shall submit course archive and program modification requests to the Curriculum Committee in time for changes to be approved by the next catalog publication.

Rationale for Motion/Resolution: *(Address how the motion supports the Educational Master Plan.)*

The list of courses on the approved Credit by Exam list has not been updated or re-evaluated in many years. Many discipline faculty are unaware that they have courses on that list. Disciplines will be asked to review the list and make any needed updates as part of program review this year. The form is needed to document requests for removal from the list. There are also a few recent cases of interest in adding a class to the Credit by Exam list. The form will help the VCCC evaluate requests.

☐ Goal 1: Increase student retention, persistence and success
☒ Goal 3: Enhance academic programs and services to meet student needs
☐ Goal 2: Increase student access
☐ Goal 4: Enhance institutional effectiveness

Data Considered & Source(s): *[Specify specific data considered (e.g. efficiency, success, service trends) and attach a summary report where applicable.]*
The Policy to Ensure Programs are Attainable, approved in February of 2011, focused on required courses within programs. This update, expands the attention to all courses offered on campus. The 2011 policy notes that Deans may remove programs from the catalog that contain required courses which have not been offered in 2 years and that did not receive approvals for program modifications. This has rarely been done, and so this update is intended to remind faculty and administration for the need to carefully monitor the cycle of course scheduling and discuss options sooner so that proposed changes affecting the catalog can be made and approved in a timely manner.

II. Status of Recommendation:

☐ Accepted by Senate

☐ Modified by Senate

Statement of Modification:

Reason for Modification of Recommendation:

☐ Rejected by Senate

Reason for Rejection of Recommendation:

☐ Returned for Revisions

Reason for Returning Recommendation:

Date of Action: Senate President Signature:_____

III. College President's Response (if needed):

☐ Accepted as Recommended Implementation Date:

☐ Modified Recommendation Implementation Date:

Statement of Modification:

Reason for Modification of Recommendation:

☐ Denied Recommendation

Reason for Rejection of Recommendation:

Date of Action: President's Signature: _____