
San Bernardino Community College District
Administrative Procedure
Chapter 4 – Academic Affairs

AP 4220 STANDARDS OF SCHOLARSHIP – DELEGATION

NOTE: *This procedure is optional. This procedure is included to identify the designated authorities and processes for the other Administrative Procedures and documents related to standards of scholarship. Local practice may be inserted.*

Matters identified by Title 5 as standards of scholarship are grading practices, credit-noncredit options, credit by examination, standards for probation and dismissal, remedial course work, academic record symbols, grade changes, course repetition, and academic renewal. Authority and responsibility is delegated to the chief instructional or academic officer and the Academic Senate as described in the policies and procedures on participation in local decision-making.

Sample 1 from another District:

The District requires that all students maintain an acceptable level of progress toward their educational goals through course completion and by maintaining a minimum grade point average of 2.0 or higher. Students who do not maintain satisfactory progress toward their educational goal are subject to academic and/or progress probation and dismissal as outlined in the Administrative Procedures, in accordance with Title 5.

Matters identified by Title 5 as standards of scholarship are grading practices, credit-noncredit options, credit by examination, standards for probation and dismissal, remedial course work, academic record symbols, grade changes, course repetition, and academic renewal. Authority and responsibility is delegated to the Chief Instructional Officer and the Academic Senate as described in the policies and procedures on participation in local decision-making.

Sample 2 from another District:

Matters identified by Title 5 as standards of scholarship are grading practices, credit-noncredit options, credit by examination, standards for probation and dismissal, remedial course work, academic record symbols, grade changes, course repetition, and academic renewal. Authority and responsibility is delegated to the Vice President, Instructional Services, and the Academic Senate as described in the policies and

45 [procedures on participation in local decision making \(see Board Policy and](#)
46 [Administrative Procedure 2510, Local Decision Making\).](#)

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48 **Sample 3 from another District:**

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50 [The District relies on the expertise of faculty for standards of scholarship. The](#)
51 [Curriculum Committee of the Academic Senate is charged with maintaining the integrity](#)
52 [and quality of the District curriculum, including appropriate breadth, depth, rigor,](#)
53 [sequencing, pace, and synthesis of learning in courses and programs. The course](#)
54 [development process, which culminates in approval by the Curriculum Committee,](#)
55 [Academic Senate, and Board of Trustees, includes review of Student Learning](#)
56 [Outcomes, how learning is assessed, and award of credit. Grading practices are](#)
57 [consistent with Title 5 regulations. These practices are to be adhered to by faculty who](#)
58 [administer grades. All of these procedures are described in the college catalog and/or](#)
59 [schedule of classes.](#)

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61 *(NOTE: Also see sample language from other Districts included in the notebook)*

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63 **Reference:** [Education Code Sections 70902\(d\)](#)

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NOTE: The **red ink** signifies language that is **suggested as good practice** by the Policy and Procedure
67 Service and its legal counsel (Liebert Cassidy Whitmore). The language in **blue ink** is included for
68 consideration.
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70 **Approved:**

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COMMENTS

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| BP or AP # | Representative group | COMMENT | RESPONSE |
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Legal Citation for AP 4220

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EDUCATION CODE - EDC

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TITLE 3. POSTSECONDARY EDUCATION [66000 - 101060]

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(Title 3 enacted by Stats. 1976, Ch. 1010.)

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DIVISION 7. COMMUNITY COLLEGES [70900 - 88651]

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(Division 7 enacted by Stats. 1976, Ch. 1010.)

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PART 43. THE CALIFORNIA COMMUNITY COLLEGES [70900 - 70902]

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(Heading of Part 43 renumbered from Part 43.5 by Stats. 1995, Ch. 758, Sec. 78.)

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70902.

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(a) (1) Every community college district shall be under the control of a board of trustees, which is referred to herein as the "governing board." The governing board of each community college district shall establish, maintain, operate, and govern one or more community colleges in accordance with law. In so doing, the governing board may initiate and carry on any program, activity, or may otherwise act in any manner that is not in conflict with or inconsistent with, or preempted by, any law and that is not in conflict with the purposes for which community college districts are established.

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(2) The governing board of each community college district shall establish rules and regulations not inconsistent with the regulations of the board of governors and the laws of this state for the government and operation of one or more community colleges in the district.

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(b) In furtherance of subdivision (a), the governing board of each community college district shall do all of the following:

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(1) Establish policies for, and approve, current and long-range academic and facilities plans and programs and promote orderly growth and development of the community colleges within the district. In so doing, the governing board shall, as required by law, establish policies for, develop, and approve, comprehensive plans. The governing board shall submit the comprehensive plans to the board of governors for review and approval.

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(2) Establish policies for and approve courses of instruction and educational programs. The educational programs shall be submitted to the board of

107 governors for approval. Courses of instruction that are not offered in approved
108 educational programs shall be submitted to the board of governors for approval.
109 The governing board shall establish policies for, and approve, individual courses
110 that are offered in approved educational programs, without referral to the board
111 of governors.

112 (3) Establish academic standards, probation and dismissal and readmission
113 policies, and graduation requirements not inconsistent with the minimum
114 standards adopted by the board of governors.

115 (4) Employ and assign all personnel not inconsistent with the minimum
116 standards adopted by the board of governors and establish employment
117 practices, salaries, and benefits for all employees not inconsistent with the laws
118 of this state.

119 (5) To the extent authorized by law, determine and control the district's
120 operational and capital outlay budgets. The district governing board shall
121 determine the need for elections for override tax levies and bond measures and
122 request that those elections be called.

123 (6) Manage and control district property. The governing board may contract for
124 the procurement of goods and services as authorized by law.

125 (7) Establish procedures that are consistent with minimum standards
126 established by the board of governors to ensure faculty, staff, and students the
127 opportunity to express their opinions at the campus level, to ensure that these
128 opinions are given every reasonable consideration, to ensure the right to
129 participate effectively in district and college governance, and to ensure the right
130 of academic senates to assume primary responsibility for making
131 recommendations in the areas of curriculum and academic standards.

132 (8) Establish rules and regulations governing student conduct.

133 (9) Establish student fees as it is required to establish by law, and, in its
134 discretion, fees as it is authorized to establish by law.

135 (10) In its discretion, receive and administer gifts, grants, and scholarships.

136 (11) Provide auxiliary services as deemed necessary to achieve the purposes of
137 the community college.

138 (12) Within the framework provided by law, determine the district's academic
139 calendar, including the holidays it will observe.

140 (13) Hold and convey property for the use and benefit of the district. The
141 governing board may acquire by eminent domain any property necessary to
142 carry out the powers or functions of the district.

143 (14) Participate in the consultation process established by the board of
144 governors for the development and review of policy proposals.

145 (c) In carrying out the powers and duties specified in subdivision (b) or other
146 provisions of statute, the governing board of each community college district
147 shall have full authority to adopt rules and regulations, not inconsistent with the
148 regulations of the board of governors and the laws of this state, that are
149 necessary and proper to executing these prescribed functions.

150 (d) Wherever in this section or any other statute a power is vested in the
151 governing board, the governing board of a community college district, by
152 majority vote, may adopt a rule delegating the power to the district's chief
153 executive officer or any other employee or committee as the governing board
154 may designate. However, the governing board shall not delegate any power that
155 is expressly made nondelegable by statute. Any rule delegating authority shall
156 prescribe the limits of the delegation.

157 (e) This section shall become operative on January 1, 2014.

158 *(Amended (as added by Stats. 2006, Ch. 817, Sec. 5) by Stats. 2011, Ch. 112, Sec. 4. Effective*
159 *January 1, 2012. Section operative January 1, 2014, by its own provisions.)*

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