

**Educational Policies Committee**  
**September 24, 2008**  
**Minutes**

**Members Present:** Rick Hogrefe (Chair) Jane Beitscher; Debbie Bogh, Steve Hellerman; Farhad Mansourian; Gary Reese; Dan Word; Larry Aycock (non-voting), Ben Mudgett (non-voting)

**Members Absent:** JoAnn Jones; Joe Cabrales (non-voting);

1. Meeting called to order at 3:00 p.m.
2. Approved minutes from September 24, 2008 meeting with one correction.
3. Hogrefe reported that on closer examination of Title 5 language, the discussion regarding course repetition due to lapse of time was unnecessary. Title 5 provides opportunity to identify period of time after which a student may retake satisfactory work in cases where the college or other institution has a recency requirement. CHC has no course recency requirements. Requests to retake courses required by recency requirements at other schools are currently made through the existing petition process. It was suggested that clarifying language might be added to catalog, but does not require a change in educational policy
4. Committee discussed whether or not CHC should require students petitioning to graduate to submit transcripts of all work at all colleges attended. Currently the college does not require this. Adding in coursework from other colleges may affect GPA as well as honors and 4.0 status. Title 5 requires that college transcripts provide a “true and accurate history” of a student’s academic work. Including all other work would go toward this. Currently EOPS students are required to submit, but no others which could mean we are holding some students to a higher standard. The majority of other schools responding to questions do require all transcripts. Concerns were raised about students who did poorly many years ago at another college but have done well since. MSJC allows students to petition to have college transcripts excluded. Word and Reece provided feedback from faculty supporting this policy. The committee felt that was too subjective and made a recommendation to adopt a resolution requiring students to submit official transcripts of all college work when they petition to graduate. Hogrefe will work on whereases; Aycock will formulate language.
5. Committee discussed whether students should have an institutional GPA of 2.0 when graduating. Currently, only cumulative GPA of all college work is used. Result is that a student who is not in good standing at CHC (GPA below 2.0) could graduate. Word and Reece provided feedback from faculty supporting this policy. Committee recommended resolution requiring students graduating have a institutional GPA and overall GPA of 2.0. Hogrefe will work on whereases; Aycock will formulate language.

6. Hogrefe recommended committee address issue of incompletes at graduation. Consensus was the students must resolve incompletes before graduating. Members of the committee will seek input from other faculty and report back at next meeting.
7. Committee discussed strategy to address CLEP issue. Bogh will get a list of all CLEP exams as well as which ones may have CHC course equivalents and provide at next meeting. Hogrefe suggested individual members will be asked to work with discipline faculty to determine whether CLEP should be accepted in each area.
8. Concerns were raised regarding accepting units from non-regionally accredited institutions and why the Academic Senate was even required to address the issue since educational policy currently exists. Hogrefe updated the committee on where the issue stands. Members of the committee will seek input from other faculty concerning the issue and report back at next meeting. General consensus was that CHC will likely not accept units. Suggestion was given that student in this circumstance use the credit by exam process.
9. Agenda items at next meeting will be discussion of two resolutions as well as three issues, incompletes at graduation, CLEP and transfer from non-regionally accredited institutions.

Meeting adjourned at 3: 50 p.m.

Next meeting October 8, 2008, 3:00-4:00

Respectfully submitted,  
Rick Hogrefe, Chair, Educational Policy Committee