



Administrative Procedure
Chapter 4 – Academic Affairs

AP 4100 GRADUATION REQUIREMENTS FOR DEGREES AND CERTIFICATES

References:

Education Code Section 70902;
Title 5 Sections 55060 et seq.

I. Associate Degree Standards

The Board of Trustees of Napa Valley Community College District (NVCCD) shall confer the associate degree upon a student who has demonstrated competence in reading, in written expression, and in mathematics, and who has satisfactorily completed at least 60 semester units of degree-applicable credit course work (as defined in Title 5 section 55002(a)) which falls into the categories described in Title 5 section 55062. The required 60 semester units of course work must be fulfilled in a curriculum accepted toward a degree offered by NVCCD as shown in the college catalog. It must include at least 18 semester units in general education as prescribed in Title 5 section 55063(b) and Administrative Procedure 4025 and at least 18 semester units in a major or area of emphasis as prescribed in Title 5 section 55063(a).

Of the total required units, at least 12 semester or 18 quarter units must be completed in residence at NVCCD. Exceptions to residence requirements for the associate degree may be made by the Board of Trustees when it determines that an injustice or undue hardship would be placed on the student.

Courses may meet multiple requirements, including general education, a major or area of emphasis, and additional graduation requirements. However, one course may not be counted for more than one general education area even if the course is approved in multiple general education areas.

NVCCD may accept toward satisfaction of this requirement courses that were not completed at a California community college that would reasonably be expected to meet or exceed the standards of Title 5 section 55002(a).

District policies and administrative procedures regarding general education and degree requirements are published in the Napa Valley College catalog and filed with the California Community Colleges Chancellor's Office.

Napa Valley College publishes a new catalog every year. Each catalog covers an academic year that reflects enrollment beginning with the fall term and includes subsequent spring and summer terms. Students are held to the graduation requirements listed in the catalog at the time enrollment begins. Students may choose to use catalog rights for any subsequent year of continuous enrollment. For the purpose of this policy, "continuous enrollment" means attending at least one term (fall, spring, summer) each academic year.

~~For the Associate in Arts or Associate in Science degree, a student must demonstrate competence in reading, in written expression, and in mathematics. The student must satisfactorily complete at least 60 semester units of college work. A definition of "college work" that provides that courses acceptable toward the associate degree include those that have been properly approved pursuant to Title 5 Section 55002(a), or, if completed at other than a California community college, would reasonably be expected to meet the standards of that section.~~

~~The work must include at least 18 semester units in general education and at least 18 semester units in a major listed in the Community Colleges "Taxonomy of Programs."~~

~~The work must include at least 12 semester units of study in residence; exceptions to the residence requirement can be made by the Board when an injustice or undue hardship would result.~~

~~The general education requirements must include a minimum of work in the natural sciences, the social and behavioral sciences, humanities, language and rationality and multicultural/gender studies.~~

~~Students may petition to have noncredit courses counted toward the satisfaction of requirements for an associate degree.~~

~~Ethnic studies must be offered.~~

~~District policies and administrative regulations procedures regarding general education and degree requirements must be published in the college catalog and must be filed with the California Community Colleges Chancellor's Office.~~

~~For a certificate of achievement, a student must successfully complete a course of study or curriculum that consists of 18 or more semester units of degree-applicable credit coursework. The certificate of achievement shall be designed to demonstrate that the student has completed coursework and developed capabilities relating to career or general education.~~

~~Shorter credit programs that lead to a certificate may be established by the District.~~

~~Content and assessment standards for certificates shall ensure that certificate programs are consistent with the mission of the Napa Valley Community College District, meet a demonstrated need, are feasible, and adhere to guidelines on academic achievement.~~

Certificates for which California Community Colleges Chancellor's Office approval is not sought may be given any name or designation deemed appropriate except for certificate of achievement, certificate of completion, or certificate of competency.

NOTE: *This section has been moved to AP 4025 Philosophy and Criteria for Associate Degree and General Education.*

GENERAL EDUCATION PHILOSOPHY

General education, an integrated program of courses, is the foundation of the Associate Degree. General education courses introduce students to the achievements, the methods of inquiry and the major principles and concepts in the humanities, the social sciences, mathematics, and the natural sciences. Graduates possess in common a foundation of knowledge for understanding their physical environment, culture and society and the skills of inquiry, reflection, and expression for personal growth and lifelong learning.

Area A: Natural Sciences—Courses which examine the physical universe, its life forms, and its natural phenomena. The course should help the student develop an appreciation and understanding of the scientific method and encourage an understanding of the relationships between science and other human activities.

Area B: Social and Behavioral Sciences—Courses which focus on people as members of society. The course should help the student develop an awareness of the method of inquiry used by the social and behavioral sciences. It should stimulate critical thinking about the ways people act and have acted in response to their societies and should promote appreciation of how societies and social subgroups operate.

Area C: Humanities—Courses which study the cultural activities and artistic expressions of human beings. The course should help the student develop an awareness of the ways in which people throughout the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation and help the student develop aesthetic understanding and an ability to make value judgments.

Area D: Language and Rationality—Courses which develop for the student the principles and applications of language toward logical thought, clear and precise expression, and critical evaluation of communication.

English Composition—Courses fulfilling the written composition requirement include both expository and argumentative writing.

Communication and Analytical Thinking—Courses fulfilling the communication and analytical thinking requirement include oral communication, mathematics, logic, statistics, computer languages and programming, and related disciplines.

~~**Area E: Multicultural/Gender Studies** – Courses in multicultural/gender studies introduce students to multiple perspectives on contemporary social life. To satisfy the general education requirement in multicultural/gender studies, a course shall be designed for the analysis of the contributions or perspectives of people belonging to multiple social groups including, but not limited to, groups based on age, sex, gender, race, ethnicity, sexual orientation, and disability. The analysis of the contributions or perspectives of these groups is to be explicit, not implicit, in the course of study. The course must present an analysis of culture as well as gender, and at least three specific social groups must be examined. This category will include introductory courses in a variety of disciplines.~~

II. Associate Degree in Arts (AA) and Associate in Science (AS) Requirements

The following are the minimum requirements to be filled for graduation with the Associate of Arts and/or an Associate of Science degree from Napa Valley College:

- 1. Unit Requirement:** 60 semester units in courses numbered between 90 and 399. Units from other colleges may be used if they are determined acceptable by the Admissions and Records Office. **These units must include both completion of major or area of emphasis requirements and general education requirements as specified in this AP and published in the NVC catalog.**
- 2. Scholarship Requirement:** Cumulative G.P.A. of 2.0 or better with a “C” or better in all classes in the major.
- 3. Residence Requirement:** Completion of 12 semester units at NVC and attendance at NVC during the semester prior to graduation or 30 semester units completed at NVC.
- 4. Competency Requirements:** Competency in reading, writing, mathematics, **and cultural competency**: completion with a grade of “C” or better in courses from **Area (d) “Language and Rationality of NVC General Education pattern approved to meet this requirement by the Board of Trustees as recommended through the NVC curriculum process and published in the NVC catalog.**
 - a.** **Effective for all students admitted to NVCCD for the Fall 2019 term or any term thereafter, competence in written expression shall be demonstrated by obtaining a satisfactory grade in an English course at the level of the course typically known as Freshman Composition (either Freshman Composition or another English course at the same level and with the same rigor, approved locally) or by demonstrating competency that is comparable to satisfactory completion of the specified English course. Satisfactory completion of an English course at the level of Freshman Composition shall satisfy both this competency requirement and the coursework requirement set forth in subdivision (b)(1)(D)(i) of Title 5 section 55063.**
 - b.** **Effective for all students admitted to NVCCD for the Fall 2019 term or any term thereafter, competence in mathematics shall be demonstrated by obtaining a satisfactory grade in a mathematics course at or above the level of the course typically known as Intermediate Algebra (either Intermediate Algebra or another mathematics course at or above the same level, with the**

same rigor and with Elementary Algebra as a prerequisite, approved locally) or by demonstrating competency that is comparable to satisfactory completion of a mathematics course at or above the level of the course typically known as Intermediate Algebra, determined locally. Satisfactory completion of a mathematics course at or above the level of Intermediate Algebra shall satisfy both this competency requirement and the coursework requirement set forth in subdivision (b)(1)(D)(ii) of Title 5 section 55063.

Note: The competency requirements for written expression and mathematics may also be met by obtaining a satisfactory grade in courses in English and mathematics taught in or on behalf of other departments and disciplines, and which, as determined by the NVCCD Board of Trustees, require entrance skills at a level equivalent to those necessary for Freshman Composition and Intermediate Algebra respectively.

c. Cultural Competency: Courses formerly satisfying the Multicultural/Gender Studies requirement which analyze the contributions and perspective of people belonging to underrepresented groups, defined as any group that has experienced marginalization in the dominant culture and/or collective discrimination or exclusion from equal participation or representation in social/economic/political institutions. These may include but are not limited to groups based on age, sex, gender, race, ethnicity, sexual orientation, and disability. Such analysis is to be explicit, not implicit, in the course of study and substantial and thematic rather than incidental or supplemental to a different focus. Courses that satisfy this requirement must significantly fulfill the majority of the following criteria:

1. Study the history or experience of underrepresented groups.
2. Identify specific contributions by underrepresented groups.
3. Explore interactions within and among underrepresented groups.
4. Increase students' knowledge and understanding of other cultures.
5. Develop an awareness of different forms of discrimination and marginalization.
6. Analyze issues relevant to underrepresented groups.
7. Identify theories and practices of accommodation, assimilation, integration, and pluralism.
8. Acquaint students with the concept of intersectionality.
9. Recognize artistic achievements and aesthetic values of non-western cultures.
10. Understand the value of diversity.

Note: All courses that satisfy the Ethnic Studies graduation requirement (see below) also satisfy the Cultural Competency requirement.

Additional Graduation Requirements:

1. **General Education:** Completion of ~~18-21~~ a minimum of 18 semester units; one course of at least three units in each locally approved GE area (as outlined in AP 4025). A course cannot be used to satisfy more than one area except in the case of Area E for the A.S. Degree. Students who have already earned a Bachelor degree or higher from an accredited university are exempted from the General Education requirement.
2. **~~PE/Health-Ed~~ Kinesiology/Health Requirement:** ~~Choice of~~ Students must complete 3 units of PE Kinesiology and Dance courses or complete HELH 106 Health. The specific list of courses approved to satisfy this requirement are established through the NVC curriculum process and published in the NVC catalog.

Exemptions: 1) Students majoring in Health Occupation; 2) Veterans with six months service receive unit credit for KINE and HELH (Form DD214 must be on file in the Admissions and Records Office). 3) Completion of the Police Academy 4) Students who have already earned a Bachelor degree or higher from an accredited university are exempt from the Kinesiology/Health requirement.
3. **American History and Institutions Requirement (A.A. degree only):** Students must ~~select one course from History 120, 121, 150 or 152 and one course from Political Science 120 or 121~~ complete one course in U.S. History and one course in Political Science. The specific list of courses approved to satisfy this requirement are established through the NVC curriculum process and published in the NVC catalog. The courses chosen to satisfy this requirement cannot be used to satisfy General Education Area ~~C~~ B: Social and Behavior Sciences, but may be used to satisfy the Cultural Competency requirement.
4. **Ethnic Studies Requirement:** Students must complete 3 units of Ethnic Studies. Ethnic Studies is defined as “an interdisciplinary and comparative study of race, ethnicity, and culture in the United States, with specific emphasis on four historically defined racialized core groups—Native Americans, African Americans, Asian Americans and Pacific Islanders, and Latina and Latino Americans—and that ethnic studies is offered through ethnic studies departments and programs, with disciplines focusing on the four autonomous core groups—including Chicana/o Studies, Latina/o Studies, La Raza Studies, African American Studies, Black Studies, Africana Studies, Native American Studies, American Indian Studies, Asian American Studies, Pacific Islander Studies, Filipino American Studies, and Central American Studies—each having distinct epistemologies, theories, and methodologies that center a critical ethnic studies lens...” (ASCCC Resolution 09.07, Spring 2021, “Defining Ethnic Studies and its Four Core Disciplines”). This course must satisfy AB 1460 CSU Area F Ethnic Studies Graduation Requirement. Courses that are approved to fulfill this requirement shall meet a minimum of 3 of the 5 following core competencies: (CSU General Education Breadth Requirements)

- a. Analyze and articulate concepts such as race and racism, racialization, ethnicity, equity, ethno-centrism, eurocentrism, white supremacy, self-determination, liberation, decolonization, sovereignty, imperialism, settler colonialism, and anti-racism as analyzed in any one or more of the following: Native American Studies, African American Studies, Asian American Studies, and Latina and Latino American Studies.
- b. Apply theory and knowledge produced by Native American, African American, Asian American, and/or Latina and Latino American communities to describe the critical events, histories, cultures, intellectual traditions, contributions, lived-experiences and social struggles of those groups with a particular emphasis on agency and group-affirmation.
- c. Critically analyze the intersection of race and racism as they relate to class, gender, sexuality, religion, spirituality, national origin, immigration status, ability, tribal citizenship, sovereignty, language, and/or age in Native American, African American, Asian American, and/or Latina and Latino American communities.
- d. Critically review how struggle, resistance, racial and social justice, solidarity, and liberation, as experienced and enacted by Native Americans, African Americans, Asian Americans and/or Latina and Latino Americans are relevant to current and structural issues such as communal, national, international, and transnational politics as, for example, in immigration, reparations, settler-colonialism, multiculturalism, language policies.
- e. Describe and actively engage with anti-racist and anti-colonial issues and the practices and movements in Native American, African American, Asian American and/or Latina and Latino communities and a just and equitable society.

Note: All courses that satisfy the Ethnic Studies graduation requirement also satisfy the Cultural Competency requirement (see above).

Petition for Graduation: All candidates must schedule a counseling appointment to apply for graduation and must file a petition in the Admissions and Records Office prior to or during the semester in which graduation is anticipated by the deadline established by the District.

III. Associate Degree for Transfer (AA-T or AS-T) Standards and Requirements

The Associate Degree for Transfer (ADT) prepares students for transfer to the California State University system. The standards for the ADT degree are set forth in the *Program and Course Approval Handbook*, in accordance with Title 5 regulations and intersegmental agreements with the CSU system. The ADT meets the minimum standards for the Associate Degree described in section I of this policy.

To be awarded the Associate in Arts for Transfer or the Associate in Science for Transfer degree (AA-T or AS-T), a student must meet the following requirements:

1. **Unit Requirement:** A student is eligible for graduation with the Associate in Arts for Transfer (AA-T) or Associate in Science for Transfer (AS-T) degree after satisfactory completion of a minimum of 60 CSU transferable units, including 18 units in the major or Area of Emphasis and General Education requirement as outlined below. Only NVC courses numbered 100 or higher can be applied to the AS-T or AA-T degrees.
2. **Scholarship Requirement:** Cumulative grade point average (GPA) of 2.0 or better with a "C" or better in all classes in the major.
3. **Residency Requirement:** Completion of at least 12 semester units at Napa Valley College and be in attendance during the semester prior to graduation or have accumulated 30 units of coursework at Napa Valley College.

Additional Graduation Requirements:

1. **General Education Requirement:** Completion of one of two transfer general education patterns: California State University General Education (CSU-GE) or the Intersegmental General Education Transfer Curriculum (IGETC). Students completing the IGETC pattern for transfer to a CSU campus will complete the Oral Communications requirement to meet additional admissions criteria. Students completing the IGETC pattern for transfer to a UC campus should complete the Language Other Than English requirement.
2. **U.S. History, Constitution, and American Ideals Requirement (optional for CSU transfer):** Students may complete one course in U.S. History and one course in Political Science. The specific list of courses approved to satisfy this requirement are established through articulation agreements between NVC and CSU campuses maintained on the ASSIST website and published in the NVC catalog. The courses chosen to satisfy this requirement can double-count for CSU GE Area D: Social Sciences. This is not a transfer admission requirement, but a CSU graduation requirement.
3. **Language Other Than English Requirement (IGETC for UC transfer only):** Completion of the equivalent of 2 years of high school study in the same language (at a U.S. high school or high school in a country where the language of instruction is English) or NVC language courses approved to satisfy this requirement as established through articulation agreements and published in the NVC catalog.

Alternate ways to meet this requirement (official high school/college transcripts and/or exam score must be on file in the Admissions and Records Office):

1. College course (must list course and college)
2. High school course (must list course and high school)
3. Completion by examination (must list name of exam, score, and date taken)
 - a. SAT II: Subject Test in Languages other than English
 - b. International Baccalaureate Higher Level Examination with a score of 5 or higher
 - c. Language other than English "O" level exam with a grade of A, B, or C

- d. Language other than English International "A" level exam with a score of 5, 6, or 7
- e. An achievement test administered by a community college, university, or other college in a language other than English
- 4. Two years of formal school at the sixth grade level or higher in an instruction where the language of instruction is not English
- 5. Faculty member verification of a student's competency

Petition for Graduation: All candidates must schedule a counseling appointment to apply for graduation and must file a petition in the Admissions and Records Office by the deadline established by the District.

IV. Certificate Standards and Requirements

NVCCD offers certificates of achievement and local or skills certificates. For a certificate of achievement, a student must successfully complete a course of study or curriculum that consists of 8 or more semester units of degree-applicable credit coursework. The certificate of achievement shall be designed to demonstrate that the student has completed coursework and developed capabilities relating to career or general education (as defined by Title 5 section 55070). Awarded certificates of achievement appear on a student's transcript.

Shorter credit programs that lead to a local or skills certificate may be established by the District and published in the NVC catalog. Local and skills certificates do not appear on a student's transcript and may not be described in the catalog as a certificate of achievement, certificate of completion, or certificate of competency.

Content and assessment standards for all certificates shall ensure that certificate programs are consistent with the mission of the Napa Valley Community College District, meet a demonstrated need, are feasible, and adhere to guidelines on academic achievement.

The standards for each certificate are approved by the Board of Trustees as recommended by the Curriculum Committee and are published in the Napa Valley College catalog.

Students must meet the following requirements to be awarded a certificate listed in the NVC catalog.

- Complete all certificate courses (with a grade of "C" or better, unless otherwise specified) as outlined in the catalog for a program approved as a Certificate of Achievement or Local/Skills Certificate.
- Request documentation from the Program Coordinator certifying that all certificate program requirements are met.
- Complete the appropriate certificate petition form on the Admissions and Records website by the deadline and submit to the Admissions and Records Office (for Certificates of Achievement) or Office of Academic Affairs (for Local/Skills

Certificates). Petitions received after the deadline will be processed the following semester.

NOTE: The **red ink** signifies language that is **legally required** and recommended by the Policy & Procedure Service and its legal counsel (Liebert Cassidy Whitmore). The Policy & Procedure Service provided legal updates to this procedure in August 2006, August 2007, and February 2008. The language in **black ink** is from current Napa Valley College AR 4100 Graduation Requirements for Degrees and Certificates approved on 5/19/15 and revised on 9/19/17. The language in **blue ink** is included for consideration. The language in **yellow highlighting** is included to draw the reviewers' attention, and this language will be removed upon final approval.

Approved: 5/19/15

Revised: 9/19/17

(Replaces AR 4100)

Legal Citations for AP 4100

EDUCATION CODE 70902(b)(3)

EDUCATION CODE - EDC

TITLE 3. POSTSECONDARY EDUCATION [66000 - 101060]

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

DIVISION 7. COMMUNITY COLLEGES [70900 - 88810]

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

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

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

70902.

(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.

(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.

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

(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.

(2) Establish policies for and approve courses of instruction and educational programs. The educational programs shall be submitted to the board of governors for approval. Courses of instruction that are not offered in approved educational programs shall be submitted to the board of governors for approval. The governing board shall establish policies for, and approve, individual courses that are offered in approved educational programs, without referral to the board of governors.

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

- (4) Employ and assign all personnel not inconsistent with the minimum standards adopted by the board of governors and establish employment practices, salaries, and benefits for all employees not inconsistent with the laws of this state.
 - (5) To the extent authorized by law, determine and control the district's operational and capital outlay budgets. The district governing board shall determine the need for elections for override tax levies and bond measures and request that those elections be called.
 - (6) Manage and control district property. The governing board may contract for the procurement of goods and services as authorized by law.
 - (7) Establish procedures that are consistent with minimum standards established by the board of governors to ensure faculty, staff, and students the opportunity to express their opinions at the campus level, to ensure that these opinions are given every reasonable consideration, to ensure the right to participate effectively in district and college governance, and to ensure the right of academic senates to assume primary responsibility for making recommendations in the areas of curriculum and academic standards.
 - (8) Establish rules and regulations governing student conduct.
 - (9) Establish student fees as it is required to establish by law, and, in its discretion, fees as it is authorized to establish by law.
 - (10) In its discretion, receive and administer gifts, grants, and scholarships.
 - (11) Provide auxiliary services as deemed necessary to achieve the purposes of the community college.
 - (12) Within the framework provided by law, determine the district's academic calendar, including the holidays it will observe.
 - (13) Hold and convey property for the use and benefit of the district. The governing board may acquire by eminent domain any property necessary to carry out the powers or functions of the district.
 - (14) Participate in the consultation process established by the board of governors for the development and review of policy proposals.
- (c) In carrying out the powers and duties specified in subdivision (b) or other provisions of statute, the governing board of each community college district shall have full authority to adopt rules and regulations, not inconsistent with the regulations of the board of governors and the laws of this state, that are necessary and proper to executing these prescribed functions.
- (d) Wherever in this section or any other statute a power is vested in the governing board, the governing board of a community college district, by majority vote, may adopt a rule delegating the power to the district's chief executive officer or any other employee or committee as the governing board may designate. However, the governing board shall not delegate any power that is expressly made nondelegable by statute. Any rule delegating authority shall prescribe the limits of the delegation.
- (e) This section shall become operative on January 1, 2014.

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

Title 5. Education
Division 6. California Community Colleges
Chapter 6. Curriculum and Instruction
Subchapter 1. Programs, Courses and Classes
Article 6. the Associate Degree

5 CCR § 55060
§ 55060. District Policy.

The governing board of each community college district shall adopt policy consistent with the provisions of this article. The policy shall be published in the college catalog under appropriate headings, and filed with the Chancellor's Office as required by section 51004.

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 66701, 70901 and 70902, Education Code.

HISTORY

1. New article 6 (sections 55060-55064) and section filed 7-17-2007; operative 8-16-2007. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 2007, No. 35).

Title 5. Education
Division 6. California Community Colleges
Chapter 6. Curriculum and Instruction
Subchapter 1. Programs, Courses and Classes
Article 6. the Associate Degree

5 CCR § 55061
§ 55061. Philosophy and Criteria for Associate Degree and General Education.

(a) The governing board of a community college district shall adopt a policy which states its specific philosophy on General Education. In developing this policy governing boards shall consider the following policy of the Board of Governors:

The awarding of an Associate Degree is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of the college to lead students through patterns of learning experiences designed to develop certain capabilities and insights. Among these are the ability to think and to communicate clearly and effectively both orally and in writing; to use mathematics; to understand the modes of inquiry of the major disciplines; to be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems; and to

develop the capacity for self-understanding. In addition to these accomplishments, the student shall possess sufficient depth in some field of knowledge to contribute to lifetime interest.

Central to an Associate Degree, General Education is designed to introduce students to the variety of means through which people comprehend the modern world. It reflects the conviction of colleges that those who receive their degrees must possess in common certain basic principles, concepts and methodologies both unique to and shared by the various disciplines. College educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the culture, and the society in which they live. Most importantly, General Education should lead to better self-understanding.

In establishing or modifying a general education program, ways shall be sought to create coherence and integration among the separate requirements. It is also desirable that general education programs involve students actively in examining values inherent in proposed solutions to major social problems.

(b) The governing board of a community college district shall also establish criteria to determine which courses may be used in implementing its philosophy on the associate degree and general education.

(c) The governing board of a community college district shall, on a regular basis, review the policy and criteria established pursuant to subdivisions (a) and (b) of this section.

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 66701, 70901 and 70902, Education Code.

HISTORY

1. New section filed 7-17-2007; operative 8-16-2007. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 2007, No. 35).

Title 5. Education

Division 6. California Community Colleges

Chapter 6. Curriculum and Instruction

Subchapter 1. Programs, Courses and Classes

Article 6. the Associate Degree

5 CCR § 55062

§ 55062. Types of Courses Appropriate to the Associate Degree.

The criteria established by the governing board of a community college district to implement its philosophy on the associate degree shall permit only courses that conform to the standards specified in section 55002(a) and that fall into the following categories to be offered as degree-applicable credit courses:

(a) All lower division courses accepted toward the baccalaureate degree by the California State University or University of California or designed to be offered for transfer.

(b) Courses that apply to the major or area of emphasis in non-baccalaureate career technical fields.

(c) English composition or reading courses not more than one level below the first transfer level course. Each student may count only one such course below transfer level for credit toward the associate degree, except that reading courses which also satisfy the requirements of subdivision (a) are not subject to this limit. English as a Second Language (ESL) courses which teach composition or reading skills are not considered to be English composition or reading courses for purposes of this subdivision.

(d) All mathematics courses above and including Elementary Algebra.

(e) Credit courses in English and mathematics taught in or on behalf of other departments and which, as determined by the local governing board require entrance skills at a level equivalent to those necessary for the courses specified in subdivisions (c) and (d) above.

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 66701, 70901 and 70902, Education Code.

HISTORY

1. New section filed 7-17-2007; operative 8-16-2007. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 2007, No. 35).

2. Amendment of subsection (c) filed 5-16-2008; operative 6-15-2008. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 2008, No. 21).

Title 5. Education

Division 6. California Community Colleges

Chapter 6. Curriculum and Instruction

Subchapter 1. Programs, Courses and Classes

Article 6. the Associate Degree

5 CCR § 55063

§ 55063. Minimum Requirements for the Associate Degree.

The governing board of a community college district shall confer the associate degree upon a student who has met all requirements of this section.

(a) General unit requirements.

(1) The associate degree requires satisfactory completion of at least 60 semester units or 90 quarter units of degree-applicable credit course work accepted by the degree-granting college. Courses completed at other institutions that meet or exceed the standards of the California Community Colleges may be counted toward associate degree unit requirements. At least 12 semester or 18 quarter units must be completed in residence at the degree-granting college, unless the governing board excuses this requirement to alleviate injustice or undue hardship.

(2) "Satisfactory completion" means either credit earned on a "pass-no pass" basis, or with a grade point average of 2.0 or better in the associate degree community college credit courses.

(b) Major or area of emphasis requirement.

(1) A minimum of 18 semester units or 27 quarter units must be taken in a single discipline, or related disciplines, as listed in the community college's "Taxonomy of Programs," or in an area of emphasis involving lower division coursework to prepare students for a field of study or major at the University of California, or the California State University.

(2) For all students admitted to a community college for the Fall 2009 term or any term thereafter, each course counted toward the unit requirement of this subdivision must be completed with a grade of C or better or a "P" if the course is taken on a "pass-no pass" basis.

(c) General Education Requirements. A minimum of 18 semester units or 27 quarter units of general education coursework must be completed in the areas described in this subdivision (c), or as otherwise determined by the degree-granting college.

(1) Natural Sciences. Courses in the natural sciences examine the physical universe, its life forms, and its natural phenomena. Such courses help students appreciate and understand the scientific method, and understand the relationships between science and other human activities. This category includes introductory or integrative courses in astronomy, biology, chemistry, general physical science, geology, meteorology, oceanography, physical geography, physical anthropology, physics, and other scientific disciplines. A minimum of three semester or four quarter units must be completed in this area.

(2) Social and Behavioral Sciences. Courses in the social and behavioral sciences focus on people as members of society. Such courses develop awareness of the method of inquiry used by the social and behavioral sciences. They stimulate critical thinking about the ways people act and have acted in response to their societies, and promote appreciation of how societies and social subgroups operate. This category includes introductory or integrative survey courses in cultural anthropology, cultural geography, economics, history, political science, psychology, sociology, and related disciplines. A minimum of three semester or four quarter units must be completed in this area.

(3) Humanities. Courses in the humanities study the cultural activities and artistic expressions of human beings. Such courses develop awareness of the ways in which people throughout the ages, and in different cultures, respond to themselves and the world around them in artistic and cultural creation, and develop aesthetic understanding and an ability to make value judgments. Such courses include introductory or integrative courses in the arts, foreign languages, literature, philosophy, and religion. A minimum of three semester or four quarter units must be completed in this area.

(4) Language and Rationality. Courses in language and rationality develop the principles and applications of language toward logical thought, clear and precise expression, and critical evaluation of communication in whatever symbol system the student uses. This includes courses in both English Composition, and Communication and Analytical Thinking as follows:

(A) English Composition. Courses fulfilling the written composition requirement include both expository and argumentative writing, and may be taught in disciplines including, but not limited to, English and English as a Second Language. A minimum of three semester or four quarter units must be completed in this area.

(B) Communication and Analytical Thinking. Courses fulfilling the communication and analytical thinking requirement include, but are not limited to, oral communication, mathematics, and quantitative reasoning courses such as logic, statistics, computer languages, programming, and related disciplines. A minimum of three semester or four quarter units must be completed in this area.

(d) Additional Requirements. The associate degree also requires demonstrated competence in reading, written expression, and mathematics, and satisfactory completion of a course in ethnic studies, as follows:

(1) Satisfactory completion of a course in English at the level of the course typically known as Freshman Composition. This requirement may also be met by satisfactory completion of an English course taught in another department or discipline that requires entrance skills at a level equivalent to those for Freshman Composition, or by demonstrating competency that is comparable to satisfactory completion of a specified English course. The equivalence of English coursework, and the methods of demonstrating comparable competency in written expression and reading is determined by the college/district.

(2) Satisfactory completion of a course in mathematics at or above the level of the course typically known as Intermediate Algebra (either Intermediate Algebra or another mathematics course at or above the same level, with the same rigor, and with Elementary Algebra as a prerequisite, approved locally). This requirement may also be met by satisfactory completion of a mathematics course taught in another department or discipline that requires entrance skills at a level equivalent to Intermediate Algebra, or by demonstrating competency that is comparable to satisfactory completion of a mathematics course at or above the level of the course typically known as Intermediate Algebra. The equivalence of mathematics coursework, and the method of demonstrating comparable competency in mathematics is determined by the college/district.

(3) Satisfactory completion of a transfer-level course (minimum of three semester units or four quarter units) in ethnic studies. This requirement may be satisfied by obtaining a satisfactory grade in a course in ethnic studies taught in or on behalf of other departments and disciplines.

(e) A course may satisfy more than one general education requirement, but course completion may be counted only once toward satisfying the 18 semester unit or 27 quarter unit general education requirement. A course may also satisfy both a general education requirement and a major or area of emphasis requirement, and course completion may be counted toward both requirements, depending upon college/district policy. Students may use the same course to meet a general education requirement for the associate degree, and to satisfy a general education requirement at the California State University or the University of California, if such course is accepted by that system to satisfy a general education requirement. Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 70901 and 70902, Education Code.

HISTORY

1. New section filed 7-17-2007; operative 8-16-2007. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 2007, No. 35).

2. Amendment and redesignation of former subsection (b)(3) as subsection (b)(2) filed 5-16-2008; operative 6-15-2008. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 2008, No. 21).

Title 5. Education
Division 6. California Community Colleges
Chapter 6. Curriculum and Instruction
Subchapter 1. Programs, Courses and Classes
Article 6. the Associate Degree

5 CCR § 55064
§ 55064. Acceptance of Noncredit Courses.

The governing board of each community college district shall establish procedures by which a student may petition to have completion of a noncredit course counted toward satisfaction of the requirements for an associate degree. The petition shall be granted if the instructor of the noncredit course certifies that the student has achieved competence in the subject matter at a level and with academic rigor equivalent to that required for a degree-applicable credit course.

This section shall become inoperative on July 1, 2009. After that date, a student may nevertheless seek to receive credit for knowledge or skills acquired through completion of a noncredit course in accord with section 55050.

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 66701, 70901 and 78405, Education Code.

HISTORY

1. New section filed 7-17-2007; operative 8-16-2007. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 2007, No. 35).
2. Amendment filed 5-16-2008; operative 6-15-2008. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 2008, No. 21).

Title 5. Education
Division 6. California Community Colleges
Chapter 6. Curriculum and Instruction
Subchapter 1. Programs, Courses and Classes
Article 7. Credit Certificates

5 CCR § 55070
§ 55070. Credit Certificates.

(a) Any sequence of courses consisting of 18 or more semester units or 27 or more quarter units of degree-applicable credit coursework shall constitute an educational program subject to approval by the Chancellor pursuant to section 55130. The college-awarded document confirming that a student has completed such a program shall be

known as a certificate of achievement and may not be given any other designation. The award of a certificate of achievement is intended to represent more than an accumulation of units. Listing of the certificate of achievement on a student transcript symbolizes successful completion of **patterns of learning experiences designed to develop certain capabilities that may be oriented to career or general education;** provided however, that no sequence or grouping of courses may be approved as a certificate of achievement pursuant to this section if it consists solely of basic skills and/or ESL courses. For purposes of this subdivision, the term "general education" includes coursework taken to satisfy transfer patterns established by the University of California, the California State University, or accredited public postsecondary institutions in adjacent states which award the baccalaureate degree.

(b) Shorter credit programs leading to a certificate may be established without review and approval by the Chancellor after approval by the college curriculum committee and the district governing board. Such a certificate may be given any name or designation deemed appropriate by the district governing board, except that such a certificate may not be referred to as a certificate of achievement, a certificate of completion, or a certificate of competency, unless approved by the Chancellor pursuant to subdivision (c). Such a certificate may not be listed on a student's transcript, unless approved by the Chancellor pursuant to subdivision (c).

(c) A district may submit any sequence of courses consisting of 12 or more semester units or 18 or more quarter units of degree-applicable credit coursework to the Chancellor and request that it be approved as a program leading to a certificate of achievement. The Chancellor may approve such a program if he or she determines that it satisfies the requirements of subdivision (a) despite requiring fewer than 18 semester or 27 quarter units of degree-applicable credit coursework.

(d) Content and assessment standards for certificates shall be defined by the local curriculum committee and comply with the requirements of this chapter. Such standards should also ensure that certificate programs will be consistent with the mission of the college, meet a demonstrated need, be feasible, and adhere to guidelines on academic integrity which may be developed by the Chancellor, the Academic Senate for California Community Colleges or other appropriate statewide bodies.

(e) A description of each approved program shall be included in the college catalog.

(f) The Chancellor shall develop forms and procedures for submission of applications for approval of a program leading to a certificate of achievement.

(g) Provisions of this section regarding the naming or designation of certificates shall become effective for the Fall 2008 term.

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 70901 and 70902, Education Code.

HISTORY

1. New article 7 (sections 55070-55072) and section filed 7-17-2007; operative 8-16-2007. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 2007, No. 35).

2. Amendment of subsection (a) filed 5-16-2008; operative 6-15-2008. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 2008, No. 21).

Title 5. Education
Division 6. California Community Colleges
Chapter 6. Curriculum and Instruction
Subchapter 1. Programs, Courses and Classes
Article 7. Credit Certificates

5 CCR § 55072
§ 55072. Award of Certificates.

The governing board, or its designee, shall award the appropriate certificate to any student who has completed the prescribed curriculum leading to that certificate as approved pursuant to section 55070.

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 70901 and 70902, Education Code.

HISTORY

1. New section filed 7-17-2007; operative 8-16-2007. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 2007, No. 35).