



# At the risk of repeating ourselves...

## Credit Course Repetition



July 18, 2013

Presentation for the  
ASCCC Curriculum Institute



CALIFORNIA COMMUNITY COLLEGES

# Why Should We Care?

- Budget
- LAO Call to Action 2009 to present

All Courses	5+ Times	4 Times	3 Times	2 Times
2009-2010	84,512	117,420	305,331	875,927
2010-2011	91,532	131,525	327,546	821,676
2011-2012	60,216	104,045	297,001	793,233

Based on MIS Data



# P.E. Courses Repeated

All Courses	5+ Times	4 Times	3 Times	2 Times
2009-2010	13,736	30,299	54,060	144,948
2010-2011	13,780	33,685	54,422	129,640
2011-2012	10,249	26,927	49,046	123,725
2012-2013	???	???	???	???
2013-2014				



# P.E. Enrollments

	2010	2011	2012
Enrollment	212,733	186,139	166,271





**Repetition**

**Withdrawal**

**Repeatability**

**Exemptions**

**Significant Lapse  
of Time**

**Apportionment**

**GPA**

**Exceptions**

**Title 5**

**Enrollment**

**Courses  
Related in  
Content**

**Evaluative Symbols**

**Variable  
Unit  
Course**

**Non-Evaluative Symbols**

**Academic  
Renewal**

**Extenuating  
Circumstance**



# The BIG Picture

- **The World Pre- July 2011:**
  - Repeats and withdrawal separated with result that students could seemingly enroll in the same course almost indefinitely
  - Students could withdraw from a course four times and also repeat the course several times
- **Post-July 2011 and July 2012:**
  - BOG adopted a series of changes to the regulations governing credit course repetition. Those changes fall into two categories:
    - Reduce the number of times a student can enroll in the same course
    - Clarify





## But wait, there's more...

- Changes pending to further clarify and conform the regulations to the changes that were adopted in 2012 and 2013.
  - Courses offered for variable unit on an open-entry/open-exit basis
  - Apportionment for courses related in content
  - Clarifying the relationship between repeatable courses and alleviation of substandard grades
  - Reference changes





# Clarification of Terms

- **Enrollment in a course**
- **Repetition in (re-enrollment of) a course**
- **Repeatable courses**







# In General

## Enrollment Limits

55024, 55040-46

- What districts can and can't let students do
- Establishes the ceiling-district discretion to set "floor"

## Apportionment Limits

58161

- What enrollments districts can get paid for

**Elias says...**  
**"These regulations go hand in hand... always refer to both!"**

# One and Done

- A student who receives a satisfactory grade in a credit course cannot enroll again in that course except in very limited circumstances. These include:
  - Significant lapse of time
  - Variable unit courses offered on an open-entry/open-exit basis
  - Occupational work experience courses
  - Students with disabilities repeating a special class
  - Legally mandated courses
  - Courses necessary as a result of a significant change in industry of licensure standards
  - The course has properly been designated as repeatable





## Three and Done

- District policy may permit a student who does not receive a satisfactory grade on the previous enrollment, i.e., does NOT receive an A, B, C or P to enroll again in the same course.
- Students permitted to enroll again in a course are typically limited to the original enrollment plus two more enrollments.
- Remember, an enrollment occurs whenever a student receives an evaluative or nonevaluative symbol.





# + One and then done

*(really we mean it this time)*

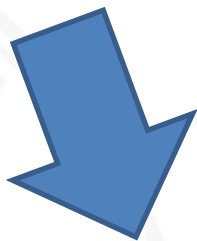
- **Significant lapse of time** – students meeting the requirements (discussed later) for SLT and enroll in the same course one more time
- **Extenuating circumstances** – if a district determines a student has met the requirements for extenuating circumstances (discussed later), the district may allow the student to enroll in the same course one more time



# “One and Done” Concept

When a student obtains a satisfactory grade...they are done.

B



**Additional Exception**

**Significant Lapse of Time**  
(if previous grade is satisfactory and other requirements met)



A





# “One and Done” Concept

Alleviation of Substandard Grade

F

A

One (Satisfactory Grade) and Done Concept



# “One and Done” Concept

**Alleviation of Substandard Grade**

F

A



**Additional Exception**

**Significant Lapse of Time**  
(if previous grade is satisfactory)



A



# "One and Done" Concept

Alleviation of Substandard Grade or Withdrawals

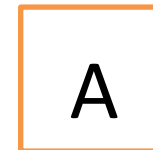


Additional Exception

Significant Lapse of Time  
(if previous grade is satisfactory)



Extenuating Circumstances







# What about Apportionment?



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# “One and Done” Concept + Apportionment

When a student obtains a satisfactory grade...they are done.



**Additional Exception**

**Significant Lapse of Time**

(if previous grade is satisfactory and other requirements have been met)



# “One and Done” Concept + Apportionment

Alleviation of Substandard Grade



One (Satisfactory Grade) and Done Concept



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# “One and Done” Concept + Apportionment

**Alleviation of Substandard Grade**



**Additional Exception**

**Significant Lapse of Time**  
(if previous grade is satisfactory)



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# "One and Done" Concept + Apportionment

Alleviation of Substandard Grade **or Withdrawals**



*By Petition*

Additional Exception

Significant Lapse of Time  
(if previous grade is satisfactory)



Extenuating Circumstances





## Retroactive Application

- In determining the total number of enrollments, district must count all enrollments by a student in a course, even those enrollments that occurred before the effective date of the revised regulations.





# District-wide application

- A district must also count all enrollments in the same course, or courses that are equated, at **all** colleges in the district.
- Courses may be able to be equated, i.e., the same course, even if the units for the courses are not the same.
- Courses that are divided into levels should be examined closely by curriculum committees to determine whether the levels of the course should be equated.





## Grades/Credit - Generally

- The district's grading policy must require that all work in all credit courses be graded consistent with section 55023.
- However, in some instances prior grades may be disregarded in calculating a student's GPA (e.g., alleviation of substandard grade).
- The student's permanent academic record must clearly indicate any course repeated using an appropriate grading symbol and be annotated in such a manner that all work remains legible insuring a true and complete academic history.







# 55041 Repeatable Courses

- Course repetition (55040) vs. repeatable course (55041)
- Only three types of courses are repeatable:
  - Where repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree
  - Intercollegiate athletic courses  
*(includes related conditioning courses)*
  - Intercollegiate academic or vocational competition



## Courses Necessary to Meet Major Req.

- Districts may designate a course as repeatable if CSU or UC (not a private college) requires their students to repeat that course as part of the major requirements.
- A district will only be paid for four enrollments, but the regulations do not set a student limit. The student limit is whatever is “necessary to meet the major requirements of CSU or UC for completion of a bachelor’s degree.” **HOWEVER**





# But, and it is a big one...

- State law sets forth the primary mission of the community colleges as providing instruction through the first TWO years of undergraduate education (lower division). Thus the applicable enrollment limitation is **NOT** completion of the undergraduate requirements for graduation from CSU or UC, but rather completion of the **first two** years of those requirements.



## Courses Necessary to Meet Major Req. *cont...*

- If the course is active participatory in physical education, visual arts, or performing arts then the related course limitation applies (more in minute)
- Audit documentation requirements: districts need to maintain those records for the Chancellor's Office (and other third parties) to independently determine the adequacy of the course enrollment, attendance, and disenrollment claimed.
  - For these courses districts must maintain a copy of the documentation supporting the claim that the course was necessary to meet the major requirements, such as the applicable CSU/UC catalog.
  - A letter from a faculty member is not sufficient, nor is inclusion in Transfer Model Curriculum requirements solely.





## Intercollegiate Athletics

- Districts may designate two types of courses as repeatable pursuant to this section:
  - Those courses in which the student athletes are enrolled to participate in an organized competitive sport sponsored by the district
  - A condition course which supports the organized sport
- Intercollegiate athletics courses are NOT considered p.e. courses for the related content limitations.
- Conditioning courses do not include sports theory courses.





# Intercollegiate Athletics & Apportionment

- Technically, no limit on the student, but there are limits on apportionment.
- As with any other course designated as repeatable apportionment is limited to up to four enrollments in that course. (58161)
- However, section 58162 limits a district to claiming no more than 175 contact hours per FISCAL year for each:
  - the intercollegiate athletic course dedicated to the sport  
AND
  - the courses that focus on conditioning or skill development for the sport.





# Intercollegiate Academic/Vocational Competition

- One of the three types of courses that may be designated repeatable pursuant to district policy, if the following conditions are met:
  - The course must be specifically designed for participation in non-athletic competitive events,
  - The competition must be between students from different colleges,
  - The competition must be sanctioned by a formal collegiate or industry governing body, AND
  - The participation in the event must be directly related to the course content and objectives.
  - Related course limitations apply (just like active participatory courses in physical education, visual arts and performing arts)







# Active Participatory Courses in PE, Visual and Performing Arts

- Students can now only take these active participatory courses one time (unless exception applies)
- Section 55040(c) – not dissimilar to previous rules regarding related courses, limited to four enrollments in courses that are “related in content” which is now defined (55000(I))
- Applies only to the following courses that are related in content:
  - Physical education courses
  - Visual arts courses, or
  - Performing arts courses.
- Limit of four applies even if substandard grade or “W” received, or petitions for extenuating circumstances







# What about Related in Content?

## A Case in Point

- Moving “activity courses” designated as repeatable under the prior version of title 5 into levels of a course is not an immediate assumption
- Must be an integral part of student goal
- Care should be taken to match student time on task to units of credit



PHYSICAL  
EDUCATION  
IS NOW LISTED AS  
KINESIOLOGY



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## **Courses Related in Content and Repeatability**

- Even if the course is properly designated as repeatable, if the course is an active participatory course in physical education, visual arts or performing arts, the related content limitation applies.
- The difference is, if the course is repeatable, the student can take the same course more than once, OR a combination of courses that are related in content four times, including the repeatable course.





# Grandfathering

- Much like the rule regarding retroactive application, a student who previously enrolled in a repeatable course (the old activity courses) four times (as was allowed), cannot enroll in the course that has now been “leveled”.
- e.g., the student took swimming 101 four times prior to 2012. Swimming now has been leveled into four courses, beginning (102), intermediate(103), advanced (104) and elite (105). The student cannot take the new swimming courses because they are P.E. courses related in content to the course previously repeated.





## 55040(b)(6) Occupational Work Experience

- Occupational work experience vs. general work experience
  - Only occupational work experience can be repeated pursuant to this exception. Meaning a student receiving a satisfactory grade in a general work experience course cannot repeat that course (but nothing prohibits the student from taking a different general work experience course)







# Cooperative Work Experience

## General Work Experience

- Does not have to be related to student goals (focused on desirable general work habits, attitudes, and career awareness)
- May not be taken more than once
- When combined with Occupational Work Experience, cannot exceed 16 semester or 24 quarter hours



## Occupational Work Experience

- Must be related directly to student goals
- May re-enroll if
  - There is only one course in a field
  - Not variable unit open entry/open-exit course
  - Not more than 8 credit hours or 12 quarter hours in one enrollment period
- When combined with General Work Experience, cannot exceed 16 semester or 24 quarter hours



## Occupational Work Experience, *cont.*

- District policy may permit students to enroll multiple times in an occupational work experience course if:
  - The district only offers one course in occupational work experience in a given field,
  - The one course offered is NOT offered as a variable unit open-entry /open-exit course,
  - The student permitted to enroll in the course again does not exceed a total of 16 semester or 24 quarter credit course in Cooperative Work Experience Education, AND
  - The student does not exceed the max of eight credit hours earned in one enrolment period in occupational work experience education.





# 55043 Significant Lapse of Time

- Significant Lapse of Time:
  - Recency as a prerequisite for another course
  - Other higher education institution's requirement
- No less than 36 months
  - Exception - Other higher education institution requires sooner than 36 months
- Active participatory courses in P.E., Visual or Performing Arts still limited to four times within the related courses







# 55044 Variable Unit Course Repetition



- For the exception to apply that allows repetition the variable unit course **must be offered on an open-entry/open-exit basis.**
- Student can enroll as many times as necessary to complete one time the entire curriculum of course.
- Repetition of variable unit course very limited!
- Pending amendments to regulations eliminate repetition if P.E., Visual Arts or Performing Arts





# 58161 Apportionment for Course Enrollment



- Limit of **3** enrollments, any which way the student gets there...
- +1 provision=
  - If a student petitions and the district approves, a district may collect apportionment for 1 additional enrollment for:
    - » Extenuating circumstance
    - » Significant lapse of time
- Except (but all student requirements must be met):
  - MW
  - Legally mandated training
  - Disability related accommodation for special classes
  - Variable unit open entry/open exit courses (*note: evaluative/non-evaluative symbol must be recorded*)
  - Occupational work experience
  - Extraordinary condition





# Comments or Questions?

