**LACC FACULTY PURVIEW**

1. **Substitute courses or exams applied towards major credit (Certificate, Associate, ADT)**
   - Also for competency and PE exemptions
   - **Form 1**
     - Course Substitute Online Petition

2. **External courses or exams applied towards associate G.E., CSUGE and IGETC credit**
   - **Form 2**
     - Transcript Evaluation Online Petition

3. **CSUGE and IGETC Certification**
   - **Form 3**
     - CSUGE or IGETC Online Petition

Counselor or student initiates petition. Academic department chair reviews and signs off (AO reviews and signs off for ADTs, Liberal Arts, and English/Math competencies).

Counselor initiates petition. Articulation Officer reviews, signs off and publishes in TES which serves as LACC’s official repository of evaluated courses from US regionally accredited institutions.

Counselor or student initiates petition. Articulation Officer reviews, signs off and forwards via PeopleSoft to A&R for annotation on LACC transcript.
Los Angeles City College Academic Senate Policy and Practice for the evaluation of coursework/curriculum from outside the LACCD

Background: The District Academic Senate (DAS) unanimously passed the following resolution in Spring 2019 enunciating faculty purview in this area:

Evaluation of Curriculum from outside the Los Angeles Community College District (LACCD): A reaffirmation of faculty primacy over curriculum

Whereas, Title 5 §53200 states that curriculum and program development are academic and professional matters under the purview of the academic senate; and

Whereas, it is routine and common for students attending colleges in the LACCD to have completed coursework at institutions of higher education outside the LACCD; and

Whereas, our students need their coursework from outside the LACCD officially evaluated as early in their educational career with us as possible to ensure they are given the appropriate credit toward their educational goal with us; and

Whereas, the evaluation of coursework completed by students from outside the LACCD is a curricular matter of faculty primacy under the purview of the academic senates;

Resolved, that the colleges in the LACCD develop local policies and processes through their academic senates affirming faculty primacy in all curricular matters including the evaluation of curriculum completed from outside our district; and

Resolved, that District and local policies and processes be revised as needed to ensure that the approval or disapproval of curriculum from outside our district only be determined by faculty.

Los Angeles Community College policy and practice is established as follows:

During an appointment early in the student’s educational career, counseling faculty initiate all evaluation of coursework for applicability to our programs (i.e., how such external coursework and exams can be used as a prerequisite or co-requisite, earn credit towards or meet degree or certificate requirements, earn credit towards transfer admissions and requirements, etc.). Ideally the counselor should be able to evaluate external coursework in tandem with developing a comprehensive Student Educational plan (SEP) for the student. See Appendix A for District Academic Senate endorsed LACCD Transcript Evaluation Petitions developed by the LACCD Articulation Officers.

All transcript evaluation petitions or inquiries are forwarded to the faculty Articulation Officer who will conduct final review and sign-off and/or consult with the discipline faculty for final review and sign-off based on the following policies:
Local Degrees and Certificates:

The following LACCD Administrative Regulations govern how we apply credit to our local associate degrees, certificates of achievement and certificates of accomplishment:

- e79: Competency Requirement
- e93: Acceptance of Courses to Meet Associate Degree and General Education Requirements
- e101: Credit for Courses Taken at Institutions of Higher Learning Outside the United States
- e110: Advanced Placement Policy
- e118: Military Credit
- e119: Acceptance of Upper Division Coursework to Meet Associate Degree Requirements
- e122: International Baccalaureate Credit
- e123: CLEP Credit

Associate Degrees Transfer major requirements

- The Associate Degrees for Transfer (ADTs) are California Community College (CCC) degrees and the curriculum is the purview of the Intersegmental Curriculum Workgroup (ICW). CCCs choosing to adopt an ADT degree(s) must follow the Transfer Model Curriculum (TMC) template(s) on the California Community College Chancellor’s Office (CCCCO).

California State University General Education Breadth Requirements (CSUGE)

- The CSUGE curriculum is the purview of the CSU faculty and is governed by the policies in CSU Executive Order 1100.

The Intersegmental General Education Transfer Curriculum (IGETC)

- The Intersegmental General Education Transfer Curriculum (IGETC) is the purview of CSU and UC faculty and is governed by the Intersegmental Committee of the Academic Senates (ICAS) and established in their IGETC Standards, Policies & Procedures.