ROXBURY COMMUNITY COLLEGE
GOVERNANCE COMMITTEE
NAME: Academic Policy Committee

Proposal Name: non-credit internship transcript notation

Submitted by: Sterling Giles, Chair

Initial Date of Proposal: fall 2013

Date Received by Governance Committee: 12/3/13

Proposal Number: 4

PROPOSAL TYPE

X New Proposal

Existing Proposal

Change in: possibilities for transcript inclusion of non-credit experiences

Division/Department NAME: (Recommendation)

Recommended
Not recommended
Signature
Read, no opinion comments
Returned Received (see)

Division /Department Designee

Name

Date Received Date of Action

Comments: N/A for specific department / division – campus wide policy
Governance Committee NAME:  ACADEMIC POLICY (Recommendation)

Recommended  X
Not recommended

Returned (see comments)

Sterling Giles
Name

Date Received  Oct. 2013
Date of Action  12/3/13

Comments: Unanimous approval.

Although there is no policy statement, we agreed that a notation should be possible. The Registrar (Carrie Monestime) and VP Cecile Regner worked out a way to integrate this with existing systems.

Content: Students who do a 150-hour non-credit internship which otherwise meets similar requirements as those which earn credit (reporting out, evaluation, etc) can get a notation to this effect on their transcript. This would include the semester and language to this effect:

150-hour co-curricular internship in __________

Or at __________ __________________

Details provided must be limited to 2 words.
Governance Committee NAME: ACUERDO (Recommendation)

Recommended ✓
Not recommended ___

Secretary's Signature

Returned (see comments) ___

Javad Moulai
Name

Date Received __________
Date of Action Dec 13th 2013

Comments:

President (Recommendation/Final Approval)

Approved ___
Disapproved ___

President's Signature

Returned (see comments) ___

Dr. Valerie Roberson
Name

Date Received 1/9/14
Date of Action 1/9/14

Comments:

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