



FIRST FRIDAY UPDATE
for Chief Instructional and Student Services Officers
June 2016

ACADEMIC AFFAIRS DIVISION

ADT DEVELOPMENT OBLIGATIONS

Erin Larson

There are 2,021 active [ADTs](#). In addition to the 8 approved since last month, 31 revision requests were sent back to the colleges. Of the new active ADTs this month, 5 were in new disciplines for the colleges, that is, they did not previously have an AA or AS degree in that discipline. ADT submissions more than doubled in May (70 proposals) as compared to April (30 proposals) and March (33 proposals).

BASIC SKILLS/\$10M BASIC SKILLS PARTNERSHIP PILOT PROGRAM REQUEST FOR APPLICATIONS

Kirsten Corbin/Eric Nelson

The \$10 Basic Skills Partnership Pilot Program application deadline was May 13, 2016. The [Intent to Award memorandum](#), as well as a [list of colleges that applied and funding status](#) are available on the Chancellor's Office website.

BASIC SKILLS/BASIC SKILLS AND STUDENT OUTCOMES TRANSFORMATION PROGRAM KICK-OFF IMPLEMENTATION SUMMIT

Kirsten Corbin

To assist colleges in the implementation of their Basic Skills and Students Outcomes Transformation Program grant, the Chancellor's Office's Academic Affairs division, Institutional Effectiveness Partnership Initiative (IEPI), the Academic Senate for California Community Colleges, and 3CSN are sponsoring a two-day summit for grantees. The purpose of this summit is for colleges to connect with groups that specialize in the practices and interventions they college will be implementing, meet with other colleges seeking to implement similar practices, and develop a game plan so that their implementation team can hit the ground running when classes resume in the fall.

The summit will take place in the first week of August, the specific dates and location will be announced soon. A save-the-date email has been sent to the program directors and/or responsible administrators as listed in the colleges' applications. This email also includes an invitation to participate in a survey to assist in the planning of the summit. Each college is highly encouraged to send a team of representatives involved with implementing the program on their college, such as the program director; the administrator responsible for the program; the BSI coordinator; key faculty (from instruction and counseling) and classified staff involved in the program; and an institutional researcher.

The \$60 Basic Skills and Student Outcomes Transformation Program [Intent to Award memorandum](#), as well as a [list of colleges that applied and funding status](#) are available on the Chancellor's Office website.

CURRICULUM TRAINING WORKSHOPS

Kirsten Corbin/Jackie Escajeda

The Academic Affairs Division conducted two-day workshops at Sacramento City and San Diego Mesa. The training consisted of an overview of what Chancellor's Office staff reviews of nonsubstantial change credit programs. Participants were granted temporary access to the Chancellor's Office view of Curriculum Inventory; eight in Sacramento and eleven in San Diego, where they conducted preliminary review of 218 nonsubstantial change proposals. The participants expressed how much they enjoyed the hands-on training, which gave them in depth insight on the Chancellor's Office side of the review and how it will help them when they return to their respective colleges. One participant said "Thanks so much for organizing and including us in this week's event; it was one of the best that I've been fortunate enough to attend. We really enjoyed it, learned a lot through reviewing other colleges' programs within Curriculum Inventory." The Chancellor's Office would like to thank Mary Turner, Marilyn Perry, Tim McGrath and Shelly Hess for hosting the workshops at their colleges and all the participants who took time away from their busy schedules to join us.

DUAL ENROLLMENT

Debbie Velasquez

The Chancellor's Office will host a Dual Enrollment webinar on Tuesday, June 7, from 10 to 11:30 am. To join in, please use the toll free number 1-888-886-3951/passcode 742510. A team will respond to questions submitted regarding Dual Enrollment.

FLEXIBLE CALENDAR ANNUAL SURVEY AND CERTIFICATION/SIGNATURE FORM (2016-17)

Kirsten Corbin/Chantee Guiney

Chief Instructional Officers and designated Flexible Calendar Coordinators have received a series of announcements from the Chancellor's Office, requesting completion of the Annual Flexible Calendar Activity Survey for 2016-17, and the required Certification/Signature Form (FC-001). The 2016-17 Flexible Calendar Activity online submission was due June 1, 2016 (a unique hyperlink is required to access the online Flexible Calendar activity survey). The Signature Certification Form must be mailed to the Chancellor's Office by June 15, 2016. A copy of the memorandum and the Signature Certification Form are on the Chancellor's Office website, Academic Affairs Division webpage, under the Instructional Programs and Services Unit, or by clicking [here](#). If you have questions or concerns, please contact Chantee Guiney by email at cguiney@cccco.edu.

PUBLIC SAFETY

Eric Nelson

The Chancellor's Office is in the process of planning a one-day meeting in July, invitees will include Chief Instructional Officers and Deans of Public Safety Education. Topics will include: Closed and/or unpublished courses, unqualified instructors, ad hoc courses, course aggregation, permissible and impermissible course and program pre-requisites, and recoupment of FTES paid on noncompliant courses.

UNLAWFUL DISCRIMINATION WEBINAR

Pamela Walker

The Unlawful Discrimination Webinar has been archived on Chancellor's Office website, [Office of General Counsel](#) (OGC) webpage. The updated version of [Legal Opinion 16-03](#) on the unlawful discrimination process may be found on the [Legal Opinions](#) webpage. [Legal Advisory 11-01](#), which discusses the distinctions between title 5 regulations and the requirements of the Office of Civil Rights may be found on the [Legal Advisory](#) webpage. For the latest announcements and legal developments from the Chancellor's Office Legal Team, please join the OGC listserv by emailing legalaffairs@cccco.edu, subject OGC Listserv.

STUDENT SERVICES AND SPECIAL PROGRAMS DIVISION

REIMAGING STUDENT SUCCESS: THE ROLE OF FINANCIAL WELL-BEING IN CALIFORNIA'S COMMUNITY COLLEGES FORUM

Rhonda Mohr/Ruby Nieto

The San Francisco June 2, 2016 Forum: "Reimagining Student Success: The Role of Financial Well-Being in California's Community Colleges" was cancelled. We were not able to get a robust registration; nonetheless, the Chancellor's Office remains committed to deliver the important message of student financial well-being to our system-wide college administration and believes that building financial stability among students promotes student success. The Chancellor's Office will work with the Federal Reserve Bank of San Francisco to look for alternative venues of communication to reach out to Presidents and senior leadership across the CCC System. If you have any questions, please contact Chancellor's Office staff, Ruby Nieto at 916-322-4300 or rnieto@cccco.edu.

STUDENT SERVICES AND SPECIAL PROGRAMS – STAFFING AND REORGANIZATION

Pamela Walker

Please join us in welcoming our newest Dean in Student Services, Margaret Ortega, to the Chancellor's Office. Dean Ortega has a wealth of experience in Student Services, mostly within the University of California system, although she had a short stint at Hartnell College. Dean Ortega will oversee DSPS, Student Senate for California Community Colleges, Mental Health and Health Services, Transfer and Articulation and Meeting Planning and Support; Dean Tyson will oversee EOPS/CARE and CAFYES, CalWORKs, FKCE and Child Development, and Veterans; and Dean Mohr will oversee Student Financial Aid, SSSP, Student Equity and Division Support. Although there are several staff vacancies in the division, the Deans' will be working hard to fill over the coming weeks.

LOSS OF FEE WAIVER ELIGIBILITY COMPLIANCE REMINDER ([tit. 5, § 58621](#))

Tim Bonnel

Districts should be in compliance with the state law and subsequent regulations related to academic eligibility requirements for the Board of Governor (BOG) Fee Waiver program. An electronic survey is being disseminated to college CSSOs to identify student services and interventions employed to assist students in maintaining and re-establishing eligibility for BOG Fee Waivers. As a reminder timely and available student support services and interventions to assist students in maintaining eligibility may include, but are not limited to, the following:

- Orientation
- Assessment
- Counseling
- Education Planning
- Probation Interventions
- Academic Early Alert Systems
- Advising
- Financial Aid
- Health and Mental Health Services
- Campus Employment Placement Services
- Extended Opportunity Programs and Services
- Campus Child Care Services
- Tutorial Services
- Foster Youth Services
- Veterans Support
- Disabled Students Programs and Services
- Basic Skills
- Noncredit Programs
- English as a Second Language

WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION

CTE DATA UNLOCKED

Gary Adams

During the spring, the Chancellor's Office hosted ten regional workshops for CTE Data Unlocked. These trainings introduced college teams to the new skills-builder metric on the Student Success Scorecard and showed how to use employment, labor market, and equity data in the Scorecard and the LaunchBoard to support processes like program review and planning. Six hundred people from all 113 colleges participated. In addition, the LaunchBoard team covered similar content at 7 conferences and 15 regional or college-based meetings. At this juncture, 94 colleges are certified to receive their CTE Data Unlocked technical assistance grant. Ninety-seven percent of California's community colleges sent a CTE data team to regional workshops held around the state. These teams were a broad representation of campus constituencies, led by CIOs, CBOs, CSSOs, deans, faculty, directors of institutional research and information technology staff.

A MESSAGE FROM THE VICE CHANCELLOR OF EDUCATIONAL SERVICES

Academic Affairs Division has stayed ensconced on the 3rd floor for the last year, while other divisions have moved to the 6th floor. Now it is our turn. On or about June 20, the Academic Affairs Division will be moving to new office space located on the 4th floor. This floor also houses the Chancellor's Office Human Resources, Accounting, and Business Services Divisions, as well as the Foundation for California Community Colleges.

Please note that we will take that opportunity to be away from the infamous "queue" for most of the week until staff becomes "connected" again. I will update the field regarding the move as more information becomes available.

PROFESSIONAL DEVELOPMENT OPPORTUNITIES

There are two professional development opportunities taking place this summer where you and/or your Dean's still have time to sign up for. The first opportunity will be the [Lift Program](#) being held at California State University, Fullerton under the direction of Ding Jo Curry. This program will take place June 20-24.

The second opportunity is the Enrollment Management Academy being held at [Claremont Graduate University](#), July 18-21, 2016. Instruction will be led by Pamela Deegan and Dona Boatright, California's foremost authorities on community college enrollment management.

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