

California Community Colleges

Chancellor's Office

Educational Services



FIRST FRIDAY UPDATE

for Chief Instructional and Chief Student Services Officers

November 2016

ACADEMIC AFFAIRS DIVISION

ACADEMIC AFFAIRS REORGANIZATION

Pamela Walker

Upcoming changes, such as the new curriculum inventory system and the addition of new programs, as well as changes to personnel warranted reflection on how the Academic Affairs division can best accomplish its work. To that end, the division has undergone a reorganization.

LeBaron Woodyard now oversees Educational Programs and Professional Development, which includes Distance Education, Library and Learning Resources, Flexible Calendar, Prerequisites, Corequisites and Advisories, Minimum Qualifications and Credentials, Open Education Resources, and Western Interstate Commission for Higher Education programs. Stephanie Albert-Ricks, Erin Larson, and Rita Levy assist Dean Woodyard in these areas.

Jackie Escajeda oversees Credit Curriculum and Instruction, which includes Associate Degrees for Transfer, University of California Pathways, Baccalaureate Degrees, Credit Program and Course Approval and California Community Colleges Curriculum Committee. Assisting Dean Escajeda in these areas are Raul Arambula, Eric Nelson, Njeri Griffin, Patti Blank, and David Garcia.

Kirsten Corbin oversees Basic Skills and Noncredit Curriculum, which includes the Basic Skills Initiative, the Basic Skills Student Outcomes and Transformation Program, the Basic Skills Partnership Pilot Program, Noncredit Program and Course Approval, Career Development and College Preparation, Adult High School Diploma, and Credit for Prior Learning. Chantee Guiney, Jo Glenn, and Patti Blank assist Dean Corbin in these areas.

Debbie Velasquez oversees Fund for Student Success, Puente, Mathematics, Engineering, Science Achievement, Middle College High School, Dual Enrollment and Umoja; Maurice Geddis, is working on Inmate and Re-Entry Education; and Kevin Olson works on curriculum as well as the California Conservation Corps will report to the Dean of Educational Services once hired.

CURRICULUM WORK GROUP

Pamela Walker/Kirsten Corbin/Jackie Escajeda/LeBaron Woodyard

This work group is chaired by Pamela Walker; members include Chief Executive Officers, Chief Instructional Officers, the Academic Senate, Chancellor's Office staff, and the California Community Colleges Curriculum Committee. The first meeting was held on October 19, 2016, where the group discussed the history and regulations of curriculum, then created a timeline of the curriculum life cycle. The purpose of the work group is to examine curriculum processes to best determine how to streamline curriculum. Outcomes of the meeting were shared at the Academic Senate's Regional meetings, CIO Fall Conference, and the Academic Senate's Fall Plenary. The Academic Senate will conduct regional workshops for deeper conversations regarding curriculum processes during December to early spring. Currently, the work group is scheduled to meet on November 15 and December 16, 2016, with more discussions continuing with various colleagues.

DISTANCE EDUCATION

Erin Larson

Thanks to all who assisted in updating the Single Point of Contact List for Distance Education (DE). The Educational Programs and Professional Development Unit is preparing to solicit feedback from the annual DE Coordinators survey and the upcoming surveys on DE college programs and student satisfaction. Also, new members will be recruited for the revived Distance Education and Educational Technology Advisory Committee (DEETAC).

DUAL ENROLLMENT-COLLEGE AND CAREER ACCESS PATHWAYS

Debbie Velasquez

Please be sure to submit the college signed College and Career Access Pathways (CCAP) agreements to: California Community Colleges Chancellor's Office, Academic Affairs Division: Attn: Debbie Velasquez. The agreement may be scanned and sent to: dvelasquez@cccco.edu. An acknowledgement of receipt will be sent back once reviewed.

DUAL ENROLLMENT WORKSHOPS

Debbie Velasquez

The Institutional Effectiveness Partnership Initiative in conjunction with the RP Group are hosting [Dual Enrollment \(one-day\) Workshops](#). Special attention will be paid to similarities and differences for AB 288 College and Career Access Pathways (CCAP), and non-AB 288 partnerships. CCAP supports community college and school district partnerships to create seamless pathways from high school to community college as part of their college and career readiness efforts, even for students who may be struggling academically.

MIDDLE COLLEGE HIGH SCHOOL

Debbie Velasquez

The 2016-17 Budget allows the Chancellor's Office to fund six additional Middle College High School (MCHS) programs. In order to be eligible to apply, your college must have an existing MCHS program on your college campus along with a California Department of Education (CDE) number (all eligible schools are issued a CDE identifier). A Request for Application will be forthcoming. For 2017-18, an open RFA will be available to fund a total of 17 MCHS Programs.

MINIMUM QUALIFICATIONS

Rita Levy

The 11th Edition of Minimum Qualifications for Faculty and Administrators in California Community Colleges Handbook to be released this month is an update of the disciplines list, and will include those noticed to the Board of Governors of the California Community Colleges at the January 19, 2016 meeting. The Handbook incorporates changes that resulted from recommendations from the Academic Senate for California Community Colleges and its delegates, and is a comprehensive review of regulations regarding the minimum qualifications and disciplines list.

NONCREDIT INSTRUCTIONAL VIDEOS

Erin Larson

Academic Affairs is pleased to announce that it will be posting a series of noncredit instructional videos. Currently, there are 21 modules on how to complete the data elements for submission of a noncredit course proposal to Academic Affairs. Feedback will be collected on the modules, as well as other instructional video topics that you would find useful for Academic Affairs to produce.

PREREQUISITES, COREQUISITES AND ADVISORIES SURVEY FOR 2015-16

Rita Levy

California Community Colleges (CCCs) are required to report to the Chancellor's Office the prerequisites, corequisites and advisories that were established during the prior academic year, and specify the level of scrutiny necessary and appropriate for achieving the purpose for which they were established. The Survey Gizmo-CCC Prerequisite and Corequisite Survey for 2015-16 was sent to all colleges on September 16. The final report is due by November 11, 2016.

STATE AUTHORIZATION NETWORK

Erin Larson

Thanks to all who assisted in updating the Single Point of Contact List for the State Authorization Network (SAN). Recent discussions have explored whether or not California will introduce legislation on the State Authorization Reciprocity Agreement (SARA) during the next bill cycle. If adopted, the SARA would assist colleges (public, private and nonprofit) in streamlining the process of providing higher education across state borders.

ZERO-TEXTBOOK-COST DEGREE

Stephanie Ricks-Albert

The Zero Textbook Cost degree is one of the initiatives of Open Educational Resources to improve teaching, learning and accessibility for all learners. The [Zero-Textbook-Cost Degree Grant Request For Application](#) was released October 19, and is due Monday, December 12, 2016. California community colleges have a unique opportunity to plan/implement zero cost for textbooks to be used in all courses (major and general education) included in an associate degree/career technical education certificate. [Frequently Asked Questions](#) can be found on the Chancellor's Office website. For those CCCs interested in this opportunity, a Technical Assistance Webinar will be held on Monday, November 14, 2016, 12-1 PM (telephone no. 888-886-3951/passcode 811158).

STUDENT SERVICES AND SPECIAL PROGRAMS DIVISION

ASSIST NEXT GENERATION SOFTWARE TRAINING

Bob Quinn

ASSIST program staff held ten in-person training events throughout the state in late October and early November for university and community college articulation officers. The purpose of the training was to introduce articulation officers to the new ASSIST Next Generation software, which is scheduled for internal deployment January 2017, with full public deployment taking place July 2017. Each session was conducted in a lab environment, allowing attendees an opportunity to practice hands-on using the new application. Preliminary feedback from attendees was very favorable; articulation officers are looking forward to the many new features the upgrade will provide. Webinar based training will be offered this spring for users such as counselors, who utilize the ASSIST public view screens. ASSIST.org is California's office repository for course and program articulation between the California Community Colleges, University of California, and California State University systems.

2017 NEW TRANSFER CENTER DIRECTOR TRAINING

Bob Quinn

This December, 30 new Transfer Center Directors are scheduled to participate in a two-day training hosted by the Chancellor's Office. The training focuses on the program-level responsibilities required of a Transfer Center Director, such as ensuring new directors are aware of core responsibilities throughout the year, how to establish a transfer advisory committee at a college, conduct a program review of the center, establish center related SLOs, and understanding transfer center regulatory requirements, to name a few. The training will be conducted by experienced Transfer Center Directors who volunteer their time for the two-day training.

DISABLED STUDENT PROGRAMS AND SERVICES

Linda Vann

The Association on Higher Education and Disability (AHEAD) is preparing for their 19th annual conference to be held November 14-18, 2016, in Westminster, Colorado. The conference, Accessing Higher Ground 2016, will be focused on providing guidance on the following:

- A) Accessible media, Universal Design and Assistive Technology in the university, business and public setting,
- B) Legal and policy issues, including ADA and 508 compliance,
- C) The creation of accessible media and information resources, including Web pages and library resources.

For more information or to register for the conference use the following link:

<http://accessinghigherground.org/registration/>

CALWORKs

Sarah Tyson

The Chancellor's Office in conjunction with the CalWORKs Association's Spring Training Institute in March 2017. Chancellor's Office CalWORKs and Management Information Systems (MIS) staff will be jointly conducting webinars for the college programs on the Student Services Automated Reporting for Community Colleges (SSARCC) program for submitting budget reports and the MIS data elements and reporting timelines this fall.

CALIFORNIA PROMISE

David Lawrence/Rhonda Mohr

The Chancellor's Office is working on an RFP that will go out in early December that encompasses the legislation for a \$15 million investment to encourage the collaboration for promise programs. Working within the Chancellor's Office guidelines and Board of Governor's meeting dates, the hope is to make these awards by the Board of Governors March 2017 meeting.

STUDENT FINANCIAL AID TRAINING

Brian Dickason

SFA will be announcing registration for New Financial Aid Director Training to be held in Sacramento on November 14-16, 2016. The purpose of the training is to provide training and support to new directors and experienced staff members interested in expanding career opportunities in SFA management. The training covers a broad range of topics including federal, state, and institutional aid programs, from a process, policy, and compliance perspective. A tentative agenda can be found at this link:

<http://extranet.cccco.edu/Divisions/StudentServices/FinancialAid/fatraining.aspx#>

EXTENDED OPPORTUNITY PROGRAMS AND SERVICES/COOPERATIVE AGENCIES RESOURCES FOR EDUCATION

Kelly Gornik/Janet Fulton

In keeping with recent tradition, the Chancellor's Office and the California Community Colleges Extended Opportunity Programs and Services (EOPS) Association are jointly scheduling their annual spring EOPS and Cooperative Agencies Resources for Education (CARE) statewide technical assistance training for college EOPS/CARE program staff. The training will take place on back-to-back days in March 2017 at the Holiday Inn Sacramento. Additionally, Chancellor's Office EOPS/CARE and MIS will conduct a webinar on MIS data reporting on November 17, 2016, 10:00 -11:30 am.

WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION

LAUNCHBOARD UPDATES/WORKFORCE PERFORMANCE OUTCOMES SCORECARD

Matthew Roberts

The LaunchBoard is moving forward with integrating noncredit and adult education data. In September, the new Strong Workforce Program tab integrated both credit and noncredit offerings in its program-level reporting. In October, the Program Snapshot was rebuilt so that data can be viewed for credit, noncredit, or both credit and noncredit courses. This rebuild is currently being tested by colleges with large noncredit programs before the version goes into wide release. Finally, in November the team is debuting a prototype for a new Adult Education tab that documents participation in adult education and tracks outcomes after students transition to post-secondary programs. As colleges expand their noncredit programs, these new features can help colleges assess students' academic progress, completion, and employment outcomes.

AUTOMATING DATA COLLECTION FOR CREDENTIAL ATTAINMENT (SB66-Leyva)

Gary Adams

The Board of Governors' Strong Workforce Task Force agenda calls on the California community colleges to deliver one million more industry-valued credentials over the next decade. Towards that goal and to meet the federal Workforce Innovation and Opportunity Act of 2014 requirement to measure credential attainment, the Chancellor's Office carried SB 66 (Leyva,) which passed the Legislature and was signed by the Governor this past month. This workforce accountability bill will permit community college access to performance data when students succeed in earning important industry-valued licensure, such as registered respiratory therapist, registered dental hygienist, or registered nurse. To implement the legislation, the Chancellor's Office is now working with the Department of Consumer Affairs—which has 39 state licensing boards and commissions under its authority-- to gain access to about 5 million licensure records and then match that file against our student academic records, as well as wage records from the Employment Development Department.

AN EFFECTIVE CURRICULUM PROCESSES PRIMER

Dolores Davison, Academic Senate for California Community Colleges

Approved October 1, 2016 by the ASCCC Executive Committee

In an effort to assist curriculum committees, faculty, and other stakeholders, the following document: [An Effective Curriculum Processes Primer](#) suggests effective practices for streamlining the local curriculum approval process. All of the information in this document comes from the ASCCC paper Ensuring Effective Curriculum Approval Processes; we strongly encourage reading that document in conjunction with using this list.

If your college curriculum approval process takes more than 3 months from submission to the Curriculum Committee to action by the Governing Board, your academic senate might consider leading a review of the process to identify practices to make the curriculum approval process more efficient and effective.

Read 2-page document at: www.asccc.org/sites/default/files/Effective%20Curriculum%20Processes-2.pdf.
 Contact ASCCC Dolores Davison at davisondolores@fhda.edu with questions.

STRONG WORKFORCE LUNCH & LEARN WEBINARS

Lynell Wiggins

Strong Workforce LUNCH & LEARN WEBINARS are being offered to Chief Student Services Officers, CTE Deans, counselors, instructional faculty, and student services professionals at community colleges. Learn strategies and best practices in our system that enhance career pathways and CTE completion.

DATE/TIME	TOPIC	RSVP
Noon, Thursday, 11/3	Enhancing Employability Skills: The New World of Work, 21st Century Skills (Curriculum)	RSVP
Noon, Thursday, 11/10	Transition Strategy: Strengthening the College & Career Ready Pipeline with "Get Focused...Stay Focused!"	RSVP
Noon, Thursday, 11/17	Enhancing Career Pathway Knowledge: Bolstering the Mission of the CCC with Career Pathways	RSVP
Noon, Thursday, 12/1	Growing Our Knowledge of Work-Based Learning: Investigating the Work Based Courses Online Toolkit	RSVP
Noon, Thursday, 12/8	Enhancing Our Perspective of Exit Points: The Relevance of Third Party Credentials in Student and Workforce Progression	RSVP
Noon, Thursday, 12/15	Student Success Strategies: The Convergence of the Strong Workforce Implementation with SSSP & Student Equity	RSVP

APPLY FOR NEW GRANT OPPORTUNITY: \$9M IN CALIFORNIA APPRENTICESHIP INITIATIVE

Nick Esquivel

With the goal of creating new and innovative apprenticeship opportunities in priority and emerging industry sectors or areas in which apprenticeship training does not currently exist, the California Apprenticeship Initiative announces the availability of \$9M in grants. Awards will range from \$250,000 up to \$1,000,000. Applicants must:

- Clearly demonstrate a close working relationship with employers to define the need for apprenticeships for a particular occupation(s).
- Make an excellent case for the local or regional need for creation of apprenticeships for the particular occupation(s).
- Prove engagement in much of the planning and collaboration necessary to prepare for the Department of Apprenticeship Standards (DAS) approval process.

To learn more about RFA 16-191, click [here](#).