

# California Community Colleges

## Chancellor's Office

### Educational Services



#### FIRST FRIDAY UPDATE for Chief Instructional and Student Services Officers October 2016

#### ACADEMIC AFFAIRS DIVISION

##### ADT DEVELOPMENT OBLIGATIONS

Erin Larson

There are 2,079 approved [ADTs](#) in the month of September (12 more than August), having sent back 133 revisions requests to the colleges. Congratulations to Los Medanos and Redwoods as they met their obligation.

##### BASIC SKILLS INITIATIVE

Kirsten Corbin/Eric Nelson

Fiscal Year [2016-17 Basic Skills Initiative \(BSI\) Advance Allocation](#) has been calculated, certified, and uploaded to Chancellor's Office Academic Affairs Division website, Basic Skills & English as a Second Language webpage under Basic Skills Allocations. While the requirement for colleges to submit expenditure plans for BSI funds in Fiscal Year 2016-17 has been suspended, colleges still need to submit their expenditure report for Fiscal Year 2015-16 **by October 17, 2016**. The [BSI Expenditure Report Template](#) is available in the same located as noted above.

##### DUAL ENROLLMENT

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](mailto:dvelasquez@cccco.edu). An acknowledgement of receipt will be sent back once reviewed.

##### INMATE EDUCATION

Pamela Walker

I am pleased to announce that Maurice "Reece" Geddis has joined the Chancellor's Office as a Retired Annuitant in Educational Services and will primarily work in the area of Inmate Education. He retired as a manager with the California Department of Corrections and Rehabilitation after 27 years in Law Enforcement. That experience, along with his work as a Marriage Family Therapist (MFT) will help us continue to work with our colleges and their Inmate Education Programs, as well as, providing leadership to colleges as they develop Re-Entry Services for the formerly incarcerated.

His work as a Baptist Minister, former student athlete at UC Davis with an NFL affiliation, master's in Criminal Justice and Administration (CSU), and Master's in Marriage Family Therapy (Western Seminary), and work with our community colleges student athletes and Umoja Programs will continue to help us provide direction and support to our colleges with programs that enhance opportunity.

## ACADEMIC RECORD SYMBOLS AND GRADE POINT AVERAGE - SATISFACTORY PROGRESS (SP) GRADE

Kirsten Corbin

On September 19, 2016, the Board of Governors approved the changes to California Code of Regulations, title 5, section 55023 Academic Record Symbols and Grade Point Average. This revision will add a new evaluative grade of SP as current grades noncredit courses are limited to Pass and No Pass. Because students can take multiple terms to complete a single noncredit course, they may not earn either a Pass or No Pass in a given term, without a mechanism to collect data on students who are making progress in their noncredit courses, nor for students to see that they are making progress. This change provides the SP grade as an option for colleges with noncredit courses, but its use would not be mandatory

## MINIMUM QUALIFICATIONS

LeBaron Woodyard/Jackie Escajeda

Academic Affairs is working with the Faculty Senate in their endeavor to support the colleges with minimum qualifications that serve as a statewide benchmark for promoting professionalism and rigor within the academic disciplines in the community colleges and a guideline for day-to-day decisions regarding suitability for employment in the system. The Senate has scheduled two drive-in [workshops](#) this fall on minimum qualifications that are scheduled for October 28-29, 2016

## ZERO-TEXTBOOK-COST DEGREE GRANT PROGRAM REQUEST FOR APPLICATIONS (RFA)

LeBaron Woodyard

A Request for Applications will go out during the latter half of September. The Zero-Textbook-Cost Degree Grant Program will enable colleges to plan and/or implement zero costs for textbooks used in all courses contained in a degree or certificate program.

## ZERO-TEXTBOOK-COST DEGREE CONTRACT REQUEST FOR PROPOSAL (RFP)

LeBaron Woodyard

A Request for Proposals will be released in early October. The Zero-Textbook-Cost Degree Contract will assist the Chancellor's Office in providing technical assistance to colleges that are recipients of grants to implement zero-textbook-costs for degree or certificate programs.

## STUDENT SERVICES AND SPECIAL PROGRAMS DIVISION

### ASSESSMENT

Chris Graillat/Rhonda Mohr

The Chancellor's Office will be holding a webinar on October 11, 2016, from 10 -12, to highlight current use of assessment options as well as assistance with transitioning that is available to colleges who currently use Compass instruments to assess students. The CCC Confer participant information is as follows:

Meeting Link: <https://www.cccconfer.org/GoToMeeting?SeriesID=9c2b0af3-7682-48cf-96fe-e505e2db3abb>

Toll free number: 1-888-886-3951

## **NEW DIRECTORS TRAINING**

**Rhonda Mohr/Margaret Ortega/Sarah Tyson**

The Chancellor's Office held its annual training and orientation for new Admission and Records, California Work Opportunity and Responsibility to Kids (CalWORKs), Cooperative Agencies Resources for Education (CARE), Disabled Student Programs and Services (DSPS), and Extended Opportunity Programs and Services (EOPS) program directors/coordinators, as well as Articulation Officers, the week of September 12-16, 2016 in Sacramento. This was an opportunity for program directors or coordinators new to their respective programs to learn about program history and requirements, and to hear from and dialogue with their peers and experienced colleagues.

## **DISABLED STUDENT PROGRAMS AND SERVICES**

**Linda Vann**

A Disabled Student Programs and Services (DSPS) Student Services Automated Reporting for Community Colleges (SSARCC) Handbook has been drafted to assist directors in preparing the report. The Chancellor's Office is eliciting feedback from subject matter experts prior to posting it to the Chancellor's Office website, DSPS webpage.

## **CalWORKs**

**Sarah Tyson**

The Chancellor's Office will hold a spring training 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**

Currently, the Chancellor's Office is working on an RFP that will go out in late October or early November 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**

The Chancellor's Office Student Financial Aid (SFA) programs unit has completed its annual webinar series on a host of topics, including: Annual Report Training, MIS FA Data Submissions, updates on the BOGFW and FTSSG programs, and ITT student financial options presented in conjunction with Legal Aid of Los Angeles. Each webinar recording and training materials may be accessed here: <http://extranet.cccco.edu/Divisions/StudentServices/FinancialAid/fatraining.aspx#>

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 an process, policy, and compliance perspective. A tentative agenda can be found at this link: <http://extranet.cccco.edu/Divisions/StudentServices/FinancialAid/fatraining.aspx#>

## STUDENT FINANCIAL AID - DEFAULT PREVENTION

Ruby Nieto

Last week, the Department released the official Cohort Default Rates (CDRs) for CY2013. The national default rate has gone slightly down from the previous cohort to 11.3%. For our public 2-year sector, the rate is also down to 18.5% from 19.1% the prior year. The default rate for our CCCCCO system is also down from 20.0% to 18.7%. We just finalized updating our CCCCCO Cohort Default Rate DASHBOARD – an excel tool - where you can view your college's cohort default rates. We also have an excel tool that you can use to analyze any cohort to see defaulter characteristics, repayment and defaults trends. You can find these excel tools here:

<http://extranet.cccco.edu/Divisions/StudentServices/FinancialAid/FinancialAidPrograms/dp.aspx>

This summer marks the third year for the Chancellor's Office Default Prevention Initiative. In 2013 we worked with 12 schools that came at or over the 30% CDR threshold (CY2010). This year, we only have two schools over the 30% threshold. The Chancellor's Office will continue to provide support and services to help our schools in their default prevention efforts. It is the Initiative's goal to help our schools reduce default rates to match or better the national cohort default rate for our school sector.

## STUDENT FINANCIAL AID – FINANCIAL LITERACY

Ruby Nieto

The Ohio State University conducts a national Study on Collegiate Financial Wellness. This is a [one of a kind national study](#) in relation to financial literacy. We are glad to report that for the upcoming study, 20 of our California Community Colleges have indicated they intend to participate. You may click on the following link to learn more about this study, as well as previous data and results. Results will be shared once the results once they are published by The Ohio State University's Office of Student Life.

## COOPERATING AGENCIES FOSTER YOUTH EDUCATIONAL SUPPORT

Janet Fulton/Kelly Gornick

On October 13-14, 2016, the Chancellor's Office will provide Extended Opportunity Programs and Services (EOPS) Directors from the 26 colleges administering the new, EOPS categorical, component program, Cooperating Agencies Foster Youth Educational Support (CAFYES), and CAFYES Coordinators with training on new CAFYES regulations, approved by the Board of Governors at its September 2016 meeting. CAFYES administrators recently provided I CAN campaign staff with feedback on promotional materials specifically directed to foster youth; I CAN staff will present on updates to the I CAN campaign and continue this discussion. Additionally, experts from the California Community Colleges Extended Opportunity Programs and Services Association will train attendees on Outreach and Recruitment, to include sharing best practices and time for strategizing.

## EOPS/CARE

Kelly Gornik/ Janet Fulton

In keeping with recent tradition, the Chancellor's Office and the California Community Colleges Extended Opportunity Programs and Services Association are jointly scheduling their annual spring EOPS/CARE statewide technical assistance training for college EOPS/CARE program staff on back-to-back days in March 2017 at the same Sacramento hotel site. In addition, Chancellor's Office EOPS/CARE and MIS will be jointly conducting a webinar on MIS data reporting on November 17, 2016, from 10:00-11:30 am.

## STUDENT SUCCESS & SUPPORT PROGRAM

Chris Graillat/David Lawrence/Michael Quiaoit

The Chancellor's Office completed some annual trainings related to Student Success & Support Program (SSSP): 1-The Admissions and Records (A&R) New Directors Training was held on September 13-14; and 2-The Student Equity(SE)/SSSP All Directors Training held on September 27-29, 2016. The purpose of the A&R training was to provide guidance to new directors/coordinators on California Education Code, California Code of Regulations, title 5, program technical guidance, and auditing guidelines. More experienced colleagues shared best practices with the 55 attendees from throughout the state.

The purpose of the SE/SSSP All Directors Training was threefold: 1-Train new SE/SSSP directors/coordinators on program regulations and funding requirements; 2-Provide vital program updates and topical discussions to both new and seasoned SE/SSSP colleagues; and 3-Allow cross-training of SE/SSSP staffing. The event hosted over 450 attendees total for the three day event. In addition, both SE and SSSP allowed for regional meetings to discuss the impact of integrated planning (Basic Skills Initiative, SE, and SSSP) on their campuses. The event was both inspirational and functional as professionals implementing SE and SSSP in the field were provided practical information, as well as reminded of why Student Success is so important campus-wide.

## WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION

### STRONG WORKFORCE PROGRAM

Matthew Roberts

\$200M Strong Workforce Program

To support the roll-out of the Strong Workforce Program (SWP) funding, the Chancellor's Office has mobilized a suite of technical assistance providers, reports, guides, and data tools to support colleges in your use of Local Shares. Those resources include:

**Step-by-Step Guide on the Local Share System:** Review [step-by-step instructions](#) on how to fill out the local share system, and download a worksheet that can help you compile the information that you will need to fill out the online form.

**Technical Assistance Providers:** Learn more about the networks of grantees whom you can call for assistance, and what issues they are best positioned to help with in this [infographic](#).

**CTE Data Unlocked Experts:** Each college will receive ten hours of free support for filling out the local share system. [Watch this short video](#) to find out more or [access contact information](#) for your college's Expert.

**LaunchBoard Strong Workforce Program Tab:** All required SWP outcomes metrics are pre-populated in a new LaunchBoard tab, together with benchmarking information to help with setting projections.

**Labor Market Information Searchable Library:** Search scores of pre-curated labor market information research reports -- by region and occupational cluster -- to validate the need for your college's proposed CTE investments.

[CTE Data Unlocked Resource Library](#): Access two-page summaries, infographics, and videos on common data questions, searchable by task type, user role, and resource format.

### **CIO Webinars on \$200M Strong workforce Program Local Share Roll Out:**

All three webinars cover the same content. CIOs may choose to attend any one of the three sessions. One of the webinars will be recorded, and the Powerpoint will be available on the Strong Workforce Program website.

1. Meeting Title: CIO Webinar 1  
Start Time: 10/11/2016 10:00 AM / End Time: 10/11/2016 11:00 PM  
Phone: 1-888-886-3951 / Presenter Pin: 3404775 / Participant Passcode: 931115
  
2. Meeting Title: CIO Webinar 2  
Start Time: 10/12/2016 04:00 PM / End Time: 10/12/2016 05:00 PM  
Phone: 888-886-3951 / Presenter Pin: 4337155 / Participant Pin: 768136
  
3. Meeting Title: CIO Webinar 3  
Start Time: 10/14/2016 11:00 AM / End Time: 10/14/2016 12:00 PM  
Phone: 888-886-3951 / Presenter Pin: 8535065 / Participant Pin: 474881

All of this information, plus Strong Workforce Program guidance documents, FAQs, and directories are available on the [Strong Workforce Program](#) of the Doing What Matters for Jobs & Economy website.