June 2017

EDUCATIONAL SERVICES

ENROLLMENT MANAGEMENT ACADEMY

Pamela Walker

The School of Educational Studies at Claremont Graduate University (CGU) announced the third summer Enrollment Management Academy (EMA) for community college leaders will take place July 17-20, 2017.

This four-day, face-to-face workshop involves intensive investigation into the best practices in enrollment management. Participants work as college teams using an enrollment management template and calendar and, assuming access to their college's enrollment data, will have the opportunity to begin developing an enrollment management plan for their campus.

Please contact Christina Ryan Rodriguez (Christina.RyanRodriguez@cgu.edu) for more information about the EMA. Questions regarding content and format of the EMA can be directed to Pamela Deegan (deeganpamela@gmail.com).

LIFT

Pamela Walker

Please be aware of a wonderful professional development program opportunity, sponsored by Cal State Fullerton and directed by Dr. Ding Jo Curry, now at Cal State Fullerton, but truly "one of our own". Dr. Curry has developed a very interesting, motivating and educational leadership institute called LIFT; this is a fascinating experience where the opportunity to mentor, coach, and LIFTing higher ed professionals towards leadership. Please encourage and support a professional to attend LIFT.

BASIC SKILLS INITIATIVE, STUDENT EQUITY PROGRAM, AND STUDENT SUCCESS AND SUPPORT PROGRAM INTEGRATED PLANNING WORKSHOPS

Kirsten Corbin/Rhonda Mohr

The due date for the Basic Skills Initiative, Student Equity Program, and Student Success and Support Program (BSI/SE/SSSP) Integrated Plan for 2017-19, has been extended to December 15, 2017. Workshops for the new integrated plan documents and expenditure guidelines were held in April and May; the PowerPoint and other resources from the workshops are available on the BSI/SE/SSSP Integrated Planning website. The April workshop was recorded and a link, once available, will be posted to the website for those who were unable to attend the workshops. In addition, the Chancellor's Office is developing an online portal through which colleges will be able to

submit their plans. Colleges will be notified as to how to access it when the portal is completed this summer.

ACADEMIC AFFAIRS DIVISION

ASSOCIATE DEGREE FOR TRANSFER

Raul Arambula/Kevin Olson

For the month of May, the Academic Affairs ADT Team approved 31 new proposals and 30 non-substantial change proposals, bringing the total of active ADTs to 2,269. ADT Progress Reports, are posted quarterly.

BASIC SKILLS INITIATIVE

Kirsten Corbin/Chantée Guiney

Calling all Basic Skills Initiative Coordinators! If you have not already done so, please take a moment to complete the online Survey of Basic Skills Initiative Coordinators-College Contacts. Your participation in completing the survey is greatly appreciated and will assist the Chancellor's Office in maintaining a current list of BSI coordinators. Please designate one primary BSI contact on behalf of each college. Should you have any questions, contact Chantée Guiney at cguiney@cccco.edu.

The final BSI monthly webinar for the 2016-17 academic year will take place on Friday, June 9, from noon to 1:00 pm. A meeting agenda and conference call information will be released on the BSI Coordinators listserv.

BASIC SKILLS STUDENT OUTCOMES AND TRANSFORMATION PROGRAM

Kirsten Corbin/Jo Glenn

The annual report required for all awardees of the Basic Skills Student Outcomes and Transformation (BSSOT) grant is due July 31, 2017. The Chancellor's Office developed a spreadsheet for colleges to input the required report data. This spreadsheet will be sent to the BSSOT program directors and responsible administrators in the next week and will also be posted on the BSSOT Website. In addition, there will be two webinars in June to provide technical assistance in filling out the spreadsheet and otherwise completing the annual report. Both webinars will cover the same information. Details for the webinars are below:

Tuesday, June 20 ǀ 10:00-11:30 am
Passcode: 229151 ǀ Meeting Link

Thursday, June 22 ǀ 2:00-3:30 pm
Passcode: 827132 ǀ Meeting Link

CHANCELLOR'S OFFICE CURRICULUM INVENTORY-PHASE I COLLEGES

Eric Nelson/David Garcia

Phase I colleges currently migrating to COCI version 2.0 should be able to view their curriculum, including archives in COCI 1.0. Please email citechissues@cccco.edu if you are unable to access COCI 1.0 in "view-only mode." During migration, some courses that were in revision request mode that had revision request notes from Chancellor's Office reviewers may not have migrated. Therefore, reviewer comments are being obtained from Governet and will be forwarded to the appropriate colleges so that they are able to work on them in COCI 2.0.

COOPERATIVE WORK EXPERIENCE PLANS

Eric Nelson

Approximately half of the community college districts have Chancellor's Office approved Cooperative Work Experience (CWE) plans. The plans are one time approvals and enables all colleges in a community college district (CCD) to offer CWE courses. To see if your CCD is approved to offer work experience courses, please view this zip file, which contains a copy of all approval letters.

If your CCD does not have an approved CWE plan, colleges may download the template along with an example of an approved plan. After the plan has been approved by your CCD board, please submit it to the Chancellor's Office, Workforce and Economic Development Division, to the attention of Maureen White, Ed.D. For questions, contact Eric Nelson (enelson@cccco.edu).

CURRICULUM INSTITUTE

Pamela Walker/Jackie Escajeda

Significant changes are coming to curricular processes around the state and at the Chancellor's Office. The essential components of this work will be explained at the Academic Senate's Curriculum Institute, July 13-15, at the Riverside Convention Center. Streamlining curriculum, 6th Edition of the Program and Course Approval Handbook (PCAH), and the new Chancellor's Office Curriculum Inventory will be introduced together.

Please send a team that includes the curriculum specialist, curriculum chair, instructional administrator, and articulation officer to the Curriculum Institute; ensure that faculty and curriculum specialists are able to attend.

DISTANCE EDUCATION SURVEYS

Erin Larson

The results of both the 2014-2016 Institutional Distance Education Survey and the Fall 2016 Distance Education Student Satisfaction Survey will be presented at the Online Teaching Conference in June 20-21. There are currently 298 completed Faculty Distance Education Satisfaction Surveys from 21 participating colleges. There is still time to submit a faculty sample file if your college would like to take part in the survey. Send inquiries to elarson@cccco.edu.

FACULTY INTERNSHIP PROGRAM

Rita Levy

A SurveyGizmo Faculty Internship Program survey link was sent to all Chief Instructional Offices on March 29, 2017, to gather information pertaining to the number of community colleges that have active Faculty Internship Programs per California Code of Regulations, title 5, section 53500. Forty-six schools responded to the survey; 13 of the 46 respondents have Faculty Internship Programs.

FLEXIBLE CALENDAR ACTIVITY AND CERTIFICATION

Rita Levy

Fiscal Year 2017-18 SurveyGizmo Flexible Calendar Activity Online reports were due on Thursday, June 1, 2017. The original signed Flexible Calendar Certification Form (FC-100) is due to Chancellor's Office, via "snail mail" by June 15, 2017.

LIBRARY AND LEARNING RESOURCES PROGRAM

Stephanie Ricks-Albert

The 2015-16 Annual Library Data Survey, issued May 10, 2017 via SurveyGizmo, is due August 31, 2017. For more information, see the [Library and Learning Resources Program](#) webpage (ie., [2015-16 survey contacts](#)).

NONCREDIT MONTHLY WEBINARS

Kirsten Corbin/Chantée Guiney

The inaugural annual Noncredit Summit, a collaborative event co-hosted by the Chancellor's Office, Academic Senate, [ACCE](#) (Association of Community and Continuing Education), [3CSN](#) (California Community Colleges' Success Network), and Career Ladders was held on May 4-5, 2017. The theme was Building Bridges and Programs: Developing and Sustaining a Culture of Noncredit.

A series of monthly webinars will be conducted the first Friday of each month with the first one taking place on June 2, 12:00-1:30 pm; the first hour will focus on open entry/open exit and managed enrollment, including teaching in each, and the last 30 minutes will include an update on the Noncredit-at-a-Glance document as well as time for Q & A. Access the webinar via this link and passcode 869133.

PROFESSIONAL DEVELOPMENT-AB 2558

Rita Levy

AB 2558 established the Community College Professional Development Program administered by the Board of Governors (BOG). There are provisions to provide state funding for the support of locally developed and implemented faculty and staff professional development programs when the funding is included in the annual State Budget. The legislation mandated that the BOG establish rules and regulations for the distribution of the appropriated funding. An Ad Hoc Professional Development Committee has been established, and representatives will serve until California Code of Regulations, title 5, pertaining to AB 2558 are adopted.

PREREQUISITES, COREQUISITES AND ADVISORIES

Rita Levy

Prerequisite and Corequisite and Advisories reports for Fiscal Year 2016-17 are due on or before Monday, July 3, 2017. The SurveyGizmo reporting link was sent on March 14 2017, with a follow up reminder on June 1, 2017.

ZERO TEXTBOOK COST DEGREE-PHASE 2

Stephanie Ricks-Albert

Zero Textbook Cost Degree (ZTCD) Phase 2 Request for Application (RFA) grant (#16-085) will be released this month with a due date of September 28, 2017, and a performance period of January 1, 2018-December 31, 2018. For more information see the [Open Educational Resources](#) webpage.

ZERO TEXTBOOK COST SYMBOL/LOGO

Stephanie Ricks-Albert

SB 1359 (Block, 2016) requires California Community Colleges to include a symbol/logo in the online version of the campus course schedule by January 1, 2018, and is only required for courses where the textbook cost is zero dollars to students. The Chancellor's Office established a zero textbook cost symbol/logo the community college system has the option to use.

STUDENT SERVICES DIVISION

ASSIST NEXT GENERATION PUBLIC LAUNCH DATE REVISION

Margaret Ortega/Bob Quinn

The public launch of the new ASSIST is rescheduled to June 1, 2018. The updated launch date may be moved up earlier depending on the remaining system development and testing by the new vendor that is anticipated to be selected by July 1, 2017. The legacy ASSIST website will remain publically accessible to view articulation agreements for 2016-17 and earlier that have been established and published to date. For more detailed information regarding the ASSIST public launch, please refer to the [announcement](#) that was distributed broadly to all admissions and articulation staff on May 26.

DISABLED STUDENT PROGRAMS AND SERVICES

Linda Vann

On June 7, the Chancellor's Office will host a webinar (at 10 am and 1 pm) to assist Disabled Student Programs and Services (DSPS) Coordinators and Directors, as well as Business Managers who work with the DSPS budgets. There will be a short review of the 2017-2018 Allocations, anticipated changes for 2018-2019, and work to be done in preparation for auditors. In addition, there will be a presentation on the modifications to the Student Services Automated Reporting for Community Colleges report due at end of the year.

Please be sure to have appropriate staff attend as questions will be answered in real time. Both the webinar and presentation will be recorded and achieved for those unable to attend.

ENSURING TRANSFER SUCCESS CONFERENCE COMPLETES ITS 25TH YEAR!

Bob Quinn

In partnership with the University of California (UC), the Chancellor's Office hosted [Ensuring Transfer Success](#) (ETS) conferences last month, which were held in five locations throughout California. First offered in 1993, the ETS Conference is a collaborative event by the UC and the California Community Colleges (CCC) system offices. Supported by Chancellor's Office staff, approximately 35 UC professionals were on hand at each event to provide detailed UC transfer information to over 1,100 registered attendees. Sessions ranged from understanding UC Transfer Basics to Navigating the UC System to a Pre-Health Career; new and veteran participants were exposed to a variety of valuable and timely transfer information. Conference information, 2017 session handouts, and workshops materials may be found on the website.

WORKFORCE ECONOMIC DEVELOPMENT DIVISION

STRONG WORKFORCE PROGRAM TIMELINE

Matthew Roberts

With Round 1 of the Strong Workforce Program regional and local plans now certified, colleges are in the process of implementing those plans. The Chancellor's Office is working to develop a risk monitoring process, and will keep the field informed on its release. The rollout timeline for Round 2, which is another $200 million or perhaps more in the FY17-18 state budget will commence with the new fiscal year, pending the Governor's approval. Required by statute in Round 2 allocations, the Positive Incentive Funding Model is further explained on the [Doing What Matters](#) website. In anticipation of Round 2, the Chancellor's Office encourages colleges to pre-think how best to invest with a focus on student success outcomes (as shown in your LaunchBoard). Please contact the Strong Workforce Program helpdesk at: strongworkforcehelpdesk@CCCCO.edu if you need further assistance.

Strong Workforce Program Planning Timeline: Timeframes for Round 2 Funding Rollout

1. Allocations for 83% of Round 2 will be published to the Web in July 2017 and formally approved by the Board of Governors (BOG) in September 2017

2. Allocations for the remaining 17% of Round 2 will be published in December 2017 and formally approved by the BOG in January 2018

3. Certification of local shares due January 31, 2018 through June 1, 2018

4. Certification of regional shares due January 31, 2018 through March 31, 2018

   Please remember all of your investment decisions are posted to the web for viewing by internal and external stakeholders.

EVALUATIONS OF FIELD OPERATIONS FOR STRONG WORKFORCE PROGRAM

Javier Romero

The Chancellor's Office has sponsored a 360-degree feedback evaluation of field representatives supporting the Doing What Matters for Jobs and the Economy and the Strong Workforce Program. Representatives under evaluation include: Sector Navigators (SNs), Deputy Sector Navigators (DSNs) and Technical Assistance Providers (TAPs). Applied Learning Science Consultants developed a competency-based 360 survey to measure effectiveness and quality of service. Feedback providers include network leads, peers and the community of practice (industry and community colleges). The timeline for this evaluation is as follows:

- September-December 2016 TAPs

- March-June 2017 DSNs

- June-September 2017 SNs

The Chancellor's Office will use results of the aggregated data to identify barriers to successful service (e.g. host college responsibility for ensuring regional coverage and participation) and to develop a learning strategy for these field representatives aligning with the goals of the Strong Workforce Program.

MORE & BETTER CTE FORUMS

Lynn Shaw

In partnership with the Chancellor's Office, the California Community College Association of Occupational Education (CCCAOE) is facilitating More & Better CTE forums at local campuses to educate CTE faculty and other local stakeholders about the resources available through the Strong Workforce Program. The half-day forums include an overview of the Strong Workforce Program, a presentation about how to implement a sector strategy and tap into resources available through Doing What Matters for Jobs and the Economy, and a hands-on tutorial of the LaunchBoard specifically targeted for CTE faculty.

CCCAOE hosted More & Better CTE forums at Palomar College, San Jose City College, Coastline College, and San Bernardino Valley College in April and May of this year. Fall forums have been scheduled as follows:

- August 23 - College of the Redwoods
- August 25 - Moreno Valley College
- August 31 - San Diego CCD
- September 14 - El Camino College
- September 15 - Ventura College

- September 29 - Fresno City College
- October 3 - City College of San Francisco
- October 13 - Diablo Valley College
- October 20 - Irvine Valley College
- October 25 - Mendocino College

To register or to host a Fall forum, please visit the CCCAOE website.