Meeting called to order at 10:04 am.

1. Welcome and Introductions. Ginni May thanked everyone for attending and announced that Virginia Guleff would be joining the meeting via telephone. Several absent members were attending the CCCAOE conference.

2. Announcements
   Silvester Henderson shared that the ASCCC Faculty Development/Equity Committee are holding Faculty Diversification in Hiring meetings. The Faculty Diversification Summit will partner with CCCCO in spring as well as with the ASCCC Plenary.

   Ginni May informed that the workgroups would have an opportunity to meet during this meeting since there is so much to accomplish. It’s most ideal to get work accomplished early on as there are major projects to be completed in spring. Those projects include title 5 draft and a 7th Edition PCAH.

3. Approval of Agenda
   For item 12, it was suggested that we discuss due date extensions to address Board Policy edits for some colleges.

4. Approval of Minutes – September 27, 2018, approved by consensus.

5. Constituent Group Reports
ASCCC - Area meetings will be held this week. Resolutions for considerations help direct the work of ASCCC from the body. Senate Presidents do updates as well as Pres or VP updates on the state of the Senate Area A and B meet Friday; Area C and D will meet Saturday. Curriculum Regional meetings are scheduled for November 16 at Mission College and November 17 at Mt. San Antonio College. The AB 705 Regional Meetings had good attendance and were well received. Several messages are going forward as ASCCC works with CCCCO as to what is required and what is optional.

CCCCIO – The conference program will include relevant topics and more information from the CCCO on statewide initiatives and efforts. Currently updating Board Policies, takes time with approvals. Training and sessions for new CIOs is a focus since there are a lot of new CIOs in the system.

ACCE – There was no report.

CCCAOE – There was no report.

6. Workgroup Meeting Time – The charge of the workgroups was reviewed and, if groups could meet given the absences, time was provided.

7. Update on Action Items from the September 27 5C meeting (status in bold)
   a. **Memo on use of EW grade per Title 5 §55024 e.1.**
      Action: consider refund of fees, consider connecting with CCCCO Student Services and with ASCCC TASSC Chair Conan McKay for input.
      *Update:* We are still waiting for input so there was no additional discussion.
   b. **Credit and Community Services/Not-for-Credit comingling legal response**
      Action:
      1. Ginni provided Alice with a written summary, so that the issue could be addressed.
      2. Virginia, Ginni, and Jackie are working with Alice to meet in order to discuss this item as well as other items that need a response from legal – a meeting is pending.
   c. **RD/FW on Transcripts**
      *Update:* This is a continuing action item, and Ginni will report back on the status upon receiving a response.
   d. **Catalog Rights**
      Action: Virginia will talk to Alice about adding more student services representation (Rhonda Mohr) and someone from the field to this workgroup or at least to the next call. Virginia will set up the next call.
      *Update:* Virginia Guleff will set up a meeting for November.
   e. **Monster Memo**
      A draft of the memorandum was distributed and reviewed with suggested edits to be refined. A final version will be shared with the group prior to publication to the listservs. Some of the discussion points considered were the COCI update and operations, LMI requirements for CTE programs, certificate types and coding related to the new lower-unit certificate changes, non-credit submissions, IGETC/CUS Breadth, Cooperative Work Experience, Apprenticeship, residency requirement, and other updates and reminders related to curriculum maintenance. Out of the discussion came specific follow-up points for the 5C workgroups. The CCCCO First
Friday Update will include some of these points and updates. Updates will also be shared via the listservs so that information is widely shared.

f. **COCI Update** – *Clear explanation/list of the upgrades to expect in COCI 2.0 versus COCI 1.0.*

Rachel provided a report that included the list of features on the to-do list and those still needing to be completed. Items included in the upgrade will be included on the CCCCO First Friday Update. Also included was the identification and problem-solving efforts for processing with MIS the new certificate categories and coding.

4. **5C Workgroups Updates**

<table>
<thead>
<tr>
<th>Noncredit</th>
<th>Cheryl, Jan (workgroup lead), Leandra, Chantee</th>
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<tbody>
<tr>
<td>Task 1: Streamlining of mirrored courses and development of a process for submission</td>
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<td>Task 2: Noncredit work experience/internships – equitable work-place training needs</td>
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<tr>
<td><strong>Update:</strong> There was no report.</td>
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<thead>
<tr>
<th>Catalog rights</th>
<th>Ginni, Virginia (workgroup lead), Jackie, Melinda, Marilyn + a CSSO (?)</th>
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<tr>
<td><strong>Task:</strong> Determine need for print catalogs; if not needed, develop guidelines for online publications and addenda.</td>
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<tr>
<td><strong>History:</strong> 2017-2018 Update: Mid-2016-2017, the group requested information from Legal but to date has not received anything.</td>
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<tr>
<td><strong>Update:</strong> Since this topic was originally discussed within the development of streamlining efforts, the workgroup will now recommend guidelines for catalog rights, publication of printed versus online catalogs, etc. for consideration at a future 5C meeting.</td>
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<table>
<thead>
<tr>
<th>COCI</th>
<th>Ginni, Virginia, Jackie, David (workgroup lead), Chantee, Marilyn</th>
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<tbody>
<tr>
<td><strong>Task:</strong> Workgroup works with COCI development staff to prioritize efforts to meet needs of stakeholders</td>
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<td><strong>Update:</strong> This workgroup will meet in preparation for COCI 2.0 development and release.</td>
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<tr>
<th>TOP Codes</th>
<th>Ginni (workgroup lead), Virginia, Marilyn, Jackie, Todd Hoig</th>
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<tbody>
<tr>
<td><strong>Task:</strong> Establish procedures for creation of new TOP Codes, how they are created and who would approve them; how to identify CIP code for TOP-CIP crosswalk, and how to communicate new TOP and CIP codes to the field between updates to the manual.</td>
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<tr>
<td><strong>2018-2019 Update:</strong> September 2018 – <strong>On hiatus</strong> due to TOP2CIP Data Migration Project</td>
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<thead>
<tr>
<th>Streamlining Certification Review Board</th>
<th>Virginia, Ginni, Erik, Jackie (workgroup lead), Kim, Mayra, Marilyn</th>
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</thead>
<tbody>
<tr>
<td><strong>New for 2018-2019</strong></td>
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<tr>
<td><strong>Task:</strong> Recommend a process for colleges to request a reconsideration of Chancellor’s Office decisions regarding certification status (relative to overall status, program status, or course status) as well as to mediate discrepancies in these situations.</td>
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<tr>
<th>Collaborative Programs</th>
<th>Jackie, Kim (workgroup lead), Melinda, Mayra, Erik</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>New for 2018-2019</strong></td>
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<tr>
<td><strong>Task:</strong> Recommend an internal submission process that can be a pilot as well as a model for future collaborative program development and submissions.</td>
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<thead>
<tr>
<th>Curriculum Training</th>
<th>Jackie (workgroup lead), Ginni, Virginia, Marilyn, David, Jennifer, Cheri</th>
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<tbody>
<tr>
<td><strong>New for 2018-2019</strong></td>
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Task: Develop training resources for regional training events and webinars to support the needs of newer curriculum specialists, curriculum chairs, and CIOs

Update: Discussion included professional development and information sharing strategies, as well as the need to set up training early in the spring.

9. Title 5 Draft Changes
Members discussed the process for which title 5 changes come through SC. It is expected that draft changes will be presented at the next SC meeting (November 9), hopefully. Timelines to meet the consultative process and Board of Governors meeting dates were discussed. SC members requested to receive draft changes at least one week before a scheduled meeting in order to have time to prepare for discussion. Appropriate edits will be made based on SC discussion at the November meeting and brought back to SC for consideration at the December meeting. Careful and deliberate planning will help ensure completion of the changes. It is important to note that changes do not go forward to legal and Consultation Council without endorsement from SC. Work group formed included Virginia Guleff, Ginni May, Jackie Escajeda, Erik Shearer, Cheryl Aschenbach, and Marilyn Perry.

10. PCAH, 7th Edition plan
Editing work on the next edition of the Program and Course Approval Handbook will begin after changes to title 5 are complete.

11. Update on COCI
A summary of events and timelines was shared. Final checks and testing are underway with the inclusion of college testers so that the release may launch on October 26. A review of the testing results will occur prior to launch. Rachel will provide a mini-demo at the next SC meeting. The update is attached below. SC has requested a document describing the changes in COCI 2.0 from COCI 1.0, that could be sent to the field for informational purposes.

12. Credit Certification update
Some colleges have requested removal from automated approval while their Board Policy is being revised or for other related issues. Discussion ensued on ways to support colleges in this predicament, including the possibility of site visits, rather than remove them from the established processes.

The meeting was adjourned at 2:25pm, providing for workgroup discussions.

**Future Meeting Dates:**
November 9, 2018 10:00-3:00 at Chancellor’s Office
December 13, 2018 10:00-3:00 at Chancellor’s Office
January 24, 2019 10:00-3:00 at Chancellor’s Office
February 22, 2019 10:00-3:00 at Chancellor’s Office
March 14, 2019 10:00-3:00 at Chancellor’s Office
April 26, 2019 10:00-3:00 at Chancellor’s Office
May 17, 2019 10:00-3:00 at Chancellor’s Office
June 11, 2019 10:00-3:00 at Chancellor’s Office
Welcome to Fall 2018.

Organizational Structure:
To fully support the needs of our membership, we hired a part-time administrative assistant, Heather Riley. She will be working with our Executive Director, Amy Christianson on projects such as conference details, payment processing, and website updates. Welcome Heather!

Planning for 18/19:
Board Planning Retreat occurred in July where we set priorities and goals for 18/19. Discussion items included:
- Board & Organizational Development
- Member Engagement
- Professional Development
- Advocacy

We look forward to implementing the new organizational structure with committees and the adjunct roles of the new Regional Associate Vice Presidents.

Professional Development
- **Leadership Academy** builds the core knowledge, skills, and networking essential to CTE and EWD professionals.
  - Summer 2018 was held at the Embassy Suites in Sacramento, June 5-8 2018, with approximately 50 participants.
- **Fall Conference**-
  - **Theme: Career Education: Leading Change**
  - Registration is open. Taking place October 10-12 at the Omni Rancho Las Palmas resort in Rancho Mirage, visit our website to register and see the schedule at a glance.
  - General Session topics will include Data Alignment and Simplification, CA Apprenticeship & Workforce Initiatives, the new Student Success Funding Formula, and K-12 Strong Workforce.
  - Highlights for Wednesday Oct 10:
    - Pre-conference sessions begin the morning of Oct 10, and include Data in Action, Managing Perkins Funding & Accountability, and Work-based Learning & Apprenticeship. These require additional registration.
    - Continuing to host a 1st Time CCCAOE Attendee Information & Networking session from 12:00-12:30.
Lunch will open at 11:30, with the Opening General Session beginning at 1:00pm.

- Highlights for Thursday Oct 11:
  - NEW this year! Faculty Listening Session from 7:30-8:30am, and the Regional Meetings will be held the morning of Oct 11.

- Highlight for Friday Oct 12:
  - Wear Your College SWAG day
  - After the conference, a learning opportunity hosted by the College of Desert is available Friday October 12 from 11:00 - 3:00 p.m. Join them for a Building and Industrial Automation Lab, with details on our website.

- Thank you to everyone who submitted a presentation proposal. Presenters have been selected and confirmed.
- The conference is nearly sold out. Please register and book your hotel reservations now or you may be too late. Information for overflow hotels are posted on the website.
- We’ll see you next in Rancho Mirage!

www.cccaoe.org
Thank you!
September 12, 2018

Secretary Betsy DeVos  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202

Re: Gainful Employment, Docket ID: ED-2018-OPE-0042

Dear Secretary DeVos:

On behalf of the California Community College Association for Occupational Education (CCCAOE), I write to provide comments on the potential elimination of the gainful employment (GE) regulations [Docket ID: ED-2018-OPE-0042].

As providers of Career Technical Education (CTE) in the California Community Colleges, we have learned a tremendous amount over the past six decades about the integration of CTE programs in our institutions, the importance of workforce development and the need to offer courses to students that translate to valuable career skills. We strive to offer our students a high quality education that does not burden them with insurmountable loan debt.

Unfortunately, the Department’s proposed modifications to the gainful employment regulations would make students vulnerable to disreputable institutions and remove important measures that judge the efficacy of institutions of higher learning.

Initiated in 2014, the gainful employment regulations protected students by terminating student aid eligibility for career training programs that would leave their graduates with too much debt relative to their earnings. The Department’s proposed changes would not offer any alternative to hold colleges accountable when they fail to serve students. In effect, colleges offering low-value programs would make a profit off of their student’s financial hardships.

We urge the Department to maintain the current GE regulations which have greatly improved the value of programs across the country and have protected students from falling victim to programs that leave them with little or no career options.

CCCAOE appreciates your consideration and stands ready to work with the Department to support students in achieving their educational and career goals. If you have any questions, please feel free to contact me at (510) 748-2318 or ejennings@peralta.edu.

Sincerely,

Eva Denise Jennings  
President, CCCAOE