Meeting called to order at 10:02 am.

1. Welcome and Introductions

2. Agenda Approved

3. Approval of Minutes

   One item discussed by LeBaron Woodyard at the last meeting needs to be captured. Leandra will send her notes to Ginni to add. Minutes approved with that addition.

4. Constituent Group Reports

   a. ASCCC: Academic Academy with a focus on guided pathways was held mid-September. It was structured differently than many events and required that participants accomplish some tasks during breakouts. AB 705 regional meeting was held Sept 20 at SBVC and another will be held Oct 6 at CRC. Webinars are scheduled: Guided Self-Placement October 9, AB 705 October 19, and also a guided pathways webinar. SLO Symposium will be January 25 at Santa Ana College. Curriculum regionals will be Nov 16 at Mission College and Nov 17 at Mt. SAC. ASCCC is presenting at IEPI Diversity Regionals and will be partnering at a Chancellor’s Office Diversity Summit to be held in February in Sacramento.
b. CCCCIO: Leandra reported that they are preparing for the CIO Conference in October. Pre-sessions focus on training new CIOs. The conference program topics are consistent with everyone else’s: funding formula, equity & diversity, hiring, AB 705, guided pathways, leadership development, regional meetings, and more.

c. ACCE: Jan Young reported that ACCE Drive-ins are coming up. North is October 19 at Chancellor’s Office and South is at Mt. SAC on November 8. There will be a legislative update, Chancellor’s Office reports, and other presentations. Visit acconline.org to register. The October Noncredit First Friday webinar will be Kathy Booth presenting on noncredit data; the date is Friday, October 5 at noon.

d. CCCAOE: Kim’s written report and CCCAOE letter regarding proposed changes to gainful employment regulations are attached to the end of the minutes.

5. Update on Action Items from Last Meeting
   a. Memo re: EW Grade (Jackie, Ginni, Virginia)
      Virginia and Ginni followed up with Jackie to develop a recommendation to the field that colleges develop their own policies, procedures, and trainings to support local implementation of EW grades. Jackie is working on the memo/recommendation and will share it with 5C for input. A few things that were suggested: consider refund of fees, consider connecting with CCCCO Student Services and with ASCCC TASSC Chair Conan McKay for input.
   b. Memo re: cert language in PCAH (p. 83) (Jackie, Ginni)
      The memo needs to include a listing of what is needed for submission of current low unit certificates that must now be submitted to the Chancellor’s Office as well as a timeline for implementation of the Title 5 regulation.
   c. Summary re: legality of credit and community service blended offerings to give to Alice to hopefully get a legal opinion to be shared with the field (Erik, Ginni). It was noted that this request originally was made in 2012 as a result of the Student Success Task Force Recommendations and changes to repeatability regulations. Depending on the legal opinion, either this will no longer be an issue or guidance may need to be developed by the Academic Senate and Chancellor’s Office. Ginni will send Alice the written summary Erik provided. Also, Alice will set up a meeting with Virginia, Ginni, and Jackie to discuss other items that need a response from legal.
   d. Memo re: no residency for certificates (Ginni, Jackie)
      A memo will be going out the field to remind them that there is no residency requirement for certificates (Title 5 is silent). Ginni suggested that in the meantime we all spread the word to our groups and local campuses.
   e. RD/FW on transcripts (Ginni) – hold for next meeting

6. 5C Workgroups

<table>
<thead>
<tr>
<th>Noncredit</th>
<th>Cheryl, Jan, Leandra, Chantee Guiney</th>
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<tbody>
<tr>
<td>Task:</td>
<td>Develop draft guidelines regarding</td>
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<td>noncredit courses as prerequisites</td>
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<td></td>
<td>to credit by November 5C meeting.</td>
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<td>This group will also work on</td>
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<td>information regarding</td>
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<td>mirrored courses.</td>
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### 2017-2018 Update

The group put forward recommendations about pre-reqs and co-reqs as well as streamlining recommendations. The pre-req and co-req input was forwarded to legal but there has not been a response. Mirrored courses are allowable, and the Chancellor’s Office is working to determine ways to approve noncredit outlines that mirrored credit automatically in COCI.

### 2018-2019 Update

Two issues that need to be addressed include noncredit internships/work experience for noncredit and distance education in noncredit. The workgroup will bring back the recommendations about pre-reqs and co-reqs, along with an update on streamlining of mirrored course approval.

**Note:** In the AB 705 FAQ from the CCCCO and ASCCC, it was stated that colleges could require a noncredit corequisite course

### Sept 27 Update

The whole committee was unable to meet, but Jan and Cheryl had a call this week and discussed the five areas of noncredit interested previously discussed by 5C:

1. Guidelines for noncredit prerequisites to credit courses – given the focus of AB705 and reduction of developmental sequences, it doesn’t seem that this is a focus any longer.
2. Clarification that noncredit corequisites can be required – given that the Chancellor’s Office AB705 guidance and FAQs state that noncredit corequisites can be required, this no longer seems to be an issue.
3. Update on streamlining of mirrored courses – this needs to be a priority, especially given that this was the one element discussed for noncredit streamlining. A process for submission needs to be determined and is likely to need to be a paper process since COCI is not designed for this feature yet. The work group will follow-up to discuss this item; Chantee’s input is critical.
4. Noncredit work experience/internships – This item needs to be explored further for equitable work-place training like is available to credit students. 5C confirmed this is still a priority, so the workgroup will move forward with it.
5. Noncredit DE next steps – Info regarding DE Noncredit is being conveyed via Noncredit First Friday webinars (Nov and Dec) and an ASCCC Rostrum article. There is still a need to address how to handle MIS submission for noncredit DE, plus there are questions about using other attendance accounting methods in the future (Why not same as new online college? Why not regular credit DE rates since enrollment in noncredit DE is managed like credit?)

### Catalog rights

| Ginni, Virginia, Jackie, Melinda, Marilyn, Jennifer + a CSSO (?) |

**Task:** Moving forward, determine whether catalogs must be printed. If not, then what guidelines need to be established around updates and online addenda?

**2017-2018 Update:** Mid-2016-2017 the group requested information from legal but to date has not received anything.

**2018-2019 Update:** In order to move forward with this since it was originally discussed with 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.

Sept. 27 update: Jackie shared with Alice that before he left the Chancellor’s Office, Jake had been looking into veteran and ADA compliance requirements for completely online catalogs. There were problems pointed out that needed clarification: articulation, necessity for password-protected PDF, accreditation impact. While some of these concerns were handled and are no longer unclear. There are still some student services issues that still need clarity: how do you assign a catalog date to students if a college’s online catalog is updated regularly, and how are Financial Aid requirements being met with an online catalog with ongoing updates. Virginia will talk to Alice about adding more student services representation (Ronda Mohr) and someone from the field to this workgroup or at least to the next call. Virginia will set up the next call.

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<tr>
<th>COCI</th>
<th>Ginni, Virginia, Jackie, David, Chantee, Marilyn</th>
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<tbody>
<tr>
<td>Task: Workgroup works with COCI development staff to prioritize efforts to meet needs of stakeholders</td>
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<td>2018-2019: Group needs to continue to meet in preparation for COCI 2.0 development and release.</td>
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<td>Sept 27 Update: Workgroup has not met but some members are meeting weekly regarding COCI 2.0 release schedule. The next COCI release is planned for October 15, confirmation of that date is needed. The work group is working on a priority list of things that are needed as soon as possible after the 2.0 release. Jackie will discuss the potential to share the priority list with David and Rachel and, if possible, will share it with 5C membership.</td>
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<th>TOP Codes</th>
<th>Ginni, Virginia, Marilyn, Jackie, Eric Nelson, Todd Hoig (possible invitee)</th>
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<tr>
<td>Task: 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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<td>2018-2019 Update: This work was not complete and is still needed.</td>
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<td>Sept 27 Update: Under Kathy Booth’s direction, the Chancellor’s Office TOP Code Project has ESL, math, English, MIS, and coordinating work groups. ASCCC is working with other stakeholders on these workgroups. CB21 needs to be updated post-AB705 because remediation will no longer consist solely as a sequence of courses, so coding needs to change. It’s unclear how it needs to change, so the workgroups are discussing possibilities and gathering input from the field. There is also a Chancellor’s Office TOP2CIP Data Migration Project whose purpose is to work toward elimination of TOP codes. It was agreed that this work group can be put on hiatus given the work of other CO groups but could be called together if needed. Ginni is our link to the other efforts and will keep 5C informed. She’ll also bring 5C into the conversations if anything being done in those groups needs 5C review or input.</td>
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Streamlining Certification Review Board | Virginia, Ginni, Erik, Jackie, Kim, Mayra, Marilyn
---|---
Task: Recommend a process for individual 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.
Status: NEW for 2018-2019
Sept 27 Update: The group is determining a date to meet but has not met yet. The streamlining certification memo has gone out; it includes the conditions that must be met to certify compliance for streamlining.

Collaborative Programs | Jackie, Kim, Melinda, Mayra, Erik
---|---
Task: Recommend an internal submission process that can be a pilot as well as a model for future collaborative program development and submissions
Status: NEW for 2018-2019
Sept 27 Update: The group has not met.

Curriculum Training | Jackie, Ginni, Virginia, Marilyn, David, Jennifer, Cheri
---|---
Task: To develop training resources and to consider regional training events and/or webinars to support the needs of newer curriculum specialists, curriculum chairs, and CIOs (beyond the current training offered as a pre-session to Curriculum Institute)
Status: New for 2018-2019. Established September 27, 2018

7. Baccalaureate Program – BoG outcome
   BoG asked for a baccalaureate update for the first time since the pilots were launched, so presentations were made at the September BoG meeting. Nine colleges graduated students in spring 2018. SD Mesa and Santa Monica presented, and other programs shared infographics summarizing their efforts and industry ties. Legislation (SB 1406) extended the pilots through 2025-2026. There is an effort within the pilot colleges to fight for their existence and to fight for expanding the opportunity to offer baccalaureate degrees at CCCs. There was some comment about how impressive the dental hygiene and respiratory therapy labs are as well as how much pride everyone at the pilot colleges have in their baccalaureate programs.

8. Curriculum Specialist Training
   There is a need for training in cases where there are new specialists, new curriculum chairs, and new CIOs, and the potential for colleges to run into trouble or be out of compliance is high in these situations. Jackie suggests we consider developing some training materials and resources to help. She also suggests having regional trainings fall and spring; could be a collaboration of the Chancellor’s Office, ASCCC, and curriculum specialists. A workgroup was put together.

9. Certificates of Achievement – Draft memo on Title 5 §55070 changes, residency requirement (none), and types of certificates permitted
These topics all need to be covered in a memo. Jackie is working on a “monster memo” but will likely develop a separate memo for these certificate-related topics. When should colleges be compliant with the submission of 16-17.5 unit certificates? When can they start submitting these certificates. What will be needed for submission (so colleges can get information like LMI data and advisory committee input lined up and ready to go). It was agreed that the memo should tell colleges to begin preparing right away even if they cannot submit yet. There is also a need to explain what is needed for modification (versus new submission or prior substantive/non-substantive). Jackie will have the “monster memo” for review at the next 5C meeting, plus she’ll work on the certificate memo.

10. COCI Update

David gave a quick COCI update. Regarding low unit certificates, there are a few questions about how COCI needs to be designed. The committee gave David responses to Rachel’s questions. Projected COCI 2.0 release is October 15. There are elements around core functions that have been addressed with 2.0. Jackie and others have identified other elements that need to be a priority for an update/quick fix prior to the next projected release in Spring 2019. 5C would like a clear explanation/list of the upgrades to expect in COCI 2.0 versus COCI 1.0. David will talk to Rachel and will have it for 5C at the next meeting.

11. Other:
   a. Erik, Cheryl, and Carrie have been appointed to a joint DEETAC/5C workgroup tasked with updating the Chancellor’s Office DE Guidelines.

12. Future agenda items not already discussed:
   a. In October, we should be expecting draft Title 5 changes in response to AB 705. We will likely have a workgroup, per past practice that will review and incorporate revisions based on both the workgroup’s and the committee’s feedback to be brought back to the 5C November meeting.
   b. We will need a PCAH 7th edition work group. This work group should be initiated once we handle the draft Title 5 document.
   c. Internships vs Cooperative Work Experience vs Apprenticeship – Cheryl said the ASCCC CTE Leadership is tasked with writing a paper to differentiate these types of work-based training opportunities for the field. She’ll bring updates to 5C for input.
   d. Suggestion: discussion re: broader use of COCI and a discussion with the COCI developers.

Adjournment at 2:10 pm

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