1. Welcome and Introductions
2. Announcements and Information none
3. Agenda approved
4. Minutes: approved
5. Constituent Group Reports – ASCCC, CCCCIO, ACCE, CCCAOE
   CCCCIO: no report
   CCCCAOE: Kim emailed a written report
ACCE:
  • Reminder: In partnership with ASCCC, the Career and Noncredit Education Institute will be held in San Diego April 25-27.
  • ACCE has co-sponsored AB1727 (Weber). Ginni May has a friendly recommendation to clarify language. Details to be discussed later in the meeting.
ASCCC:
  • Equity and diversity/faculty development regionals held in February were very successful. Silvester and Mayra led the effort. A faculty diversity task force has been formed and will convene soon. The goal will be to create a long-term plan for faculty diversification.
  • AB 705 Data Revision Project Recoding regional meetings are underway. Janet Fulks and Kathy Booth are co-leads with Ginni May. Michelle Bean is also a contributing to these regional meetings. Thanks to Cheryl Aschenbach for stepping in at the most recent meeting. There are many questions regarding WHEN the field will be notified specifically IR, IT, and CIOs. Alice will follow up with Todd regarding this level of notification once MIS revisions have been verified.
  • ASCCCC plenary will celebrate the 50 year anniversary of the Academic Senate.
• Reminder: The April meeting is moved to Wednesday 4/24 in San Diego where at least three 5C members will be attending the ASCCC Career and Noncredit Education Institute. The meeting will be at the same hotel where the institute will be held.

6. Update on Action Items from prior 5C meetings:

• Collaborative Programs – 5C Co-chairs to share with Raul to determine appropriate vetting and next steps. This group has completed their work. The most recent edited draft has track changes and was sent to this group from Melinda. The document will ultimately provide the guidelines for development of collaborative programs (Cyber Security is an example of a collaborative program). The 5C Co-chairs will work with Raul and/or Alice to arrive at a final document to send out to the field for vetting. A suggestion was made to include rationale/background information at the beginning of the document.

• PCAH 7th Edition Workgroup – Not a workgroup of 5C: ASCCC, CIO, CCCCO to appoint members. This workgroup membership will include members from constituent groups including 5C. Virginia and Ginni, will work on identifying faculty (ASCCC appointees) and CIO members while Dean Raul Arambula will work with his colleagues to identify CCCCO representatives. The team should begin meeting no later than May. The group will be charged with developing the new PCAH including a technical guide. The timeline is ambitious requiring a lot of work this summer.
  • March: The initial work would start after BOG meeting on 3/18 when it is anticipated the Title 5 regulations specific to AB 705 will be approved. At this time updating of 7th edition could begin with the understanding that final recommendation cannot be made until after July.
  • April: consultation council review of CPL and Non-credit title 5 drafts →
  • May: first read of CPL and non-credit drafts at BOG meeting → immediately begin crafting language for PCAH 7th edition anticipating approval of the changes
  • July: 2nd BOG reading in July: chaptered → possible highlights/preview of 7th edition at Curriculum Institute
  • September: PCAH 7th edition to BOG.

• Catalog Rights – 5C Co-chairs to ask Raul and Marc to prioritize. The workgroup will begin preparing a guidance memo which will be sent out with the legal memo regarding online catalogs and parameters to meet the needs of special populations. Title 5 may need to be aligned with Ed Code, this will be reviewed. Clarification is necessary specifically regarding the Veteran requirement for a password protected PDF or a print version - the group will need to verify this requirement. The group will consult with Marc LeForestier for a legal opinion.

7. Title 5 Regulations for Noncredit course and program approval: Second readings
The most recent changes to the drafts are noted in bold. Each section was reviewed/discussed. Recommendations were made on the documents. Revised documents will be emailed to committee.

55150, discussion ensued. If these Title 5 changes are approved, the auto approval form will be required upon submission of non-credit courses. The form provides additional information regarding labor market data. Recommendation: send the form forward with the anticipated Title 5 changes. 5C recommends by unanimous agreement that this document move forward to the CIOs. And it be agendized for the ASCCC exec meeting in April.

Legal recommended edits which were accepted. Next step: this document will go to consultation council which will allow any of the recommendations to be vetted in varied venues.
• Marc LeForestier will email edits to (a)(d) and (n) based on the discussion. Consensus agreement with the discussed edits. Next steps: Draft language to CIO→ submit to ASCCC EXEC.
• b(4): Highlighted Ed. code reference will be provided by Marc
• Marc mentioned that Ed code allows districts to provide one or the other. Form of labor market information. Suggest to amend Title 5 to make it more explicit. This can be accomplished by compiling a list of technical fixes to submit at the end of the year.

55151, discussion ensued with recommended clarification language. No recommendations from legal 55154, no changes were made. Chaptering language will be standardized throughout all documents after input from legal representative. No recommendations from legal 55155, (c) small change to language No recommendations from legal 58160 –Discussion of the process of curriculum approval. Local approval with CCCCC ‘chaptering’ meaning they are recording the approval. No other changes. New language: “Chaptered in the Chancellor’s office curriculum inventory system.” No additional recommendations from legal

8. Title 5 Regulations for Credit by Exam: Section 55050 - Second reading
Alice made one recommendation for changing letter (k) and thanked 5C for the work on the language. Additional suggestion was made to (e) to provided clarification regarding faculty discretion to offer Credit by Examination, version 3 was shared with 5C. 
Suggestions was made to include a memo of explanation/rationale from the Vice Chancellor to accompany the notification of the sunshine of regulations.

9. AB 705 Data Revision Project – Information, possible Action
Brief overview of the project:
• 3 regionals have occurred with additional upcoming regionals. March 27th webinar and curriculum institute will also present this information
• 4 MIS data fields added
  • CB 21- updated with additional levels to include credit and non-credit
  • CB 25- English and math/QR GE and local competency requirements
  • CB 26- transfer type
  • CB 27- support course or not support course (binary option). Local colleges need to start collecting the data now.

Because of planning needs, the field is requesting guidelines and a plan soon because of possible require changes to current course coding. Curriculum chairs will need to plan and develop processes to get this done. Collaboration with researchers and faculty will be necessary.

10. Noncredit and internships, mirroring noncredit courses -Tabled
11. Definition of sequence in degrees and certificates – Ed Code §84760.5, Title 5 §55000(m)

Since Weber is addressing CDCP, 5C suggests changing the word ‘sequence’ to ‘sequence or grouping of courses’. Chantee stated CDCP certificate with at least 2 courses even if not sequenced would be permissible. Refer to the non-credit ‘draft’ sign off form.

Motion was made to add “sequential or non-sequential courses” or similar wording in place of the highlighted wording in the regulation below. M/S: Jan Young/Kim Harrell. All in favor. none opposed. Motion passed. The suggested change will be presented to John Stanskas and ASCCC for further action.

SECTION 1.
Section §4760.5 of the Education Code is amended to read:

§4760.5.
(a) For purposes of this chapter, the following career development and college preparation courses and classes for which no credit is given, and that are offered in a sequence of courses leading to a certificate of completion, that lead to improved employability or job placement opportunities, or to a certificate of competency in a recognized career field by articulating with college-level coursework, completion of an associate of arts degree, or for transfer to a four-year degree program, shall be eligible for funding subject to subdivision (b):

12. PCAH 7th Edition Workgroup – Discussion, from workgroup see action item above
13. Prerequisite language on Course Outline of Record
   AB705 is not legislation to remove prerequisite language from the COR. Get the word out! AB705 is about placement not prerequisites. Prerequisite language should NOT be eliminated. The prerequisite should be listed as ‘by equivalent or by assessment using the college multiple measures placement practices. There will be an opportunity to provide clarification at CIAC, regional meetings, as well as the curriculum institute. If the issue continue, the Vice Chancellor will be willing to address this in a Memo.

14. Update on COCI
   Rachel shared that COCI required upgrades to address the modifications with the previous release. The change to create four options for Certificate of Achievement was discussed. 5C is requesting only two options with the new unit thresholds. There isn’t a legal reason for four designations. If the change to return to two options moves forward, the tech team would crosswalk the changes and make the changes, not putting the burden on colleges.

15. Distance Education Guidelines and the Course Outline of Record
   Tabled. Awaiting draft revision of the 2008 guidelines from DEETAC.

16. Future Meetings

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Future Agenda Items:
1. Clinical Hours (AB 2134)
2. Alleviating substandard grade with another course
3. Career Development included with Community Services Courses re: comingling of community education courses with credit courses.
4. Title 5 Regulations around disaster management from an instructional point of view
5. Navigating with CSU on ADTs – report from CCCCO
6. Non-credit work-based learning: Chante has a meeting scheduled to discuss this item

5C Webpage:
http://extranet.cccco.edu/Divisions/AcademicAffairs/CurriculumandInstructionUnit/CaliforniaCommunityCollegeCurriculumCommittee.aspx