1. **Meeting Summary from December 19, 2014**—The December 19, 2014 Meeting Summary was approved with amendments noted.

2. **Announcements and Updates**

   **Chancellor’s Office Update**

   - Cris McCullough will be back by mid-February. The Chancellor’s Office will consolidate its entire operation on the sixth floor at 1102 Q Street.

   - The Chancellor’s Office continues to be severely understaffed (down approximately 100 staff members from its highest staffing point), particularly in the Academic Affairs division. Proposals for adding five positions each year have been submitted.

   - The Curriculum Inventory currently houses 316,474 courses and 22,041 programs. In the 2014, the Chancellor’s Office approved 6,338 courses and 761 programs. The current queue includes 1,617 courses and 699 programs. There is a three month backlog, exacerbated by the technical issues with the Curriculum Inventory system. The Chancellor’s Office staff are prioritizing courses tied to ADTs.
Status/Update—AA-T/AS-T Degree Approval Update—There are currently 1,668 active ADTs (exceeding the goal of having 1,619 active ADTs by December 31, 2014), with an additional 63 under revision and 132 ADT drafts in the queue. At the close of the year, 92 of the colleges have met or exceeded their stated goals. This information was presented to the Board of Governors at its January meeting.

Status/Update—SB 440—The monthly status report now reflects the new SB 440 goal for colleges’ development of ADTs to match local degrees. A report lists the degrees created, degrees still in progress, and degrees required under SB440, based on TOP codes. The new format removed the percentage associated with colleges nearing their goal. The report’s “D” status indicates what is in development, defined as being submitted to the Chancellor’s Office or in revision. The report will be distributed to the field by the end of the month.

Concerns were raised regarding the elimination of local degrees if a corresponding ADT is not created for that degree. Some degrees provide students an avenue for transfer to non-CSU institutions. SB440 could force colleges to create degrees that students won’t use, which would not be an effective or efficient use of resources.

SACC discussed whether the language of SB 440 was permissive or restrictive in terms of the use of program goals in conjunction with TOP codes to determine whether an ADT needed to be created. The Chancellor’s Office believes that the language is restrictive and only TOP codes could be used, but reiterated that they were not interested in forcing colleges to deactivate programs. This issue requires more discussion as the field needs a mandate by the end of the year that works for all.

CIO conference will include a session on this topic and colleges will be encouraged to send their curriculum specialists.

3. ADTs Approval Process Update—Most colleges have met, exceeded or are close to their goals. The Chancellor’s Office has visited colleges that were not meeting their goal to work through local issues.

4. Baccalaureate Degree Pilot—34 colleges submitted applications which were read by panels of four individuals over the holiday period. Readers ranked the applications, which were also vetted by the Chancellor’s Office (based on characteristics such as location, single versus multi campus districts, and metropolitan versus rural colleges) to ensure a diverse mix of awards. The top 15 applications were selected. The Chancellor’s Office is in discussion with the CSUs and UCs to ensure that the approved programs are not duplicating existing programs in the CSU system.

GEAC (General Education Advisory Committee) and ICAS (Intersegment Committee of the Academic Senates) raised a concern regarding upper division general education courses. Other states have already worked through these issues, and SACC will review how these programs have addressed this and other issues. All concerned parties (senate presidents, legislators, curriculum chairs, etc.) need to be part of that discussion, as should the 15 pilot colleges.
5. **Prison Inmate Education Inmate education (SB 1391, Hancock)** – The intent of this bill is to reduce recidivism among incarcerated individuals. It expands access to community college courses, including face-to-face offerings which are currently not allowed. The project will involve all Chancellor’s Office divisions (fiscal, academic affairs, workforce development, etc.) as well as the Academic Senate and correctional facility officials. A survey is being conducted to determine what is currently offered; 56 colleges have responded. Some of the programs currently offered include vocational programs (e.g., automotive, culinary, carpentry, computer use courses), counseling, GED prep, basic skills, ESL, college readiness, and parenting. An RFA process will be used to determine what programs might be offered at four pilot sites, which will be chosen, in part, based on proximity to a correctional facility. The intent of the bill is to create new programs; existing programs will not be duplicated or supplanted.

6. **Adult Education (AB86)**—The Governor’s 2015-16 budget proposes $500M for adult learners, marking the end of “flexible spending” which allowed K-12 school districts to use adult education funding for other purposes. It is also a welcome note for community college noncredit programs which are serving 6,000 fewer students than they did in prior years. Planning efforts by regional consortia across the state has been ongoing since last year under a $25 million grant. Consortia submitted the third draft of their respective plans on December 31, 2014 and the final drafts will be submitted March 31, 2015. A comprehensive report to the legislature will be delivered March 1, 2015. The $500 million proposed in the budget allocates $325 million to school districts to support currently funded adult education programs under “maintenance of effort,” and the remaining $175 million will be allocated to the consortia, based on need, for new programming. Local, seven-member allocation committees will be established by each regional consortia, comprising one K-12 representative, one college representative, and the five other representatives from workforce development, corrections, and social service agencies, and one additional public (community) representative. Other adult education providers may be eligible for these funds.

7. **SB 440 and C-ID Approvals**—The first Intersegmental Model Curriculum will be Information Technology. The model curriculum will be used by the colleges and not by the Chancellor’s Office. This has been discussed between the two segments, but these areas do not meet the mandates of SB1440. They are not intended to be transfer degrees per se; priority might be given, but it is not a guarantee.

Three ADT templates will be available by February 1, 2015 (Agriculture and Plant Science; Film, Television and Electronic Media; and Nutrition and Dietetics) and six others may be ready. There is interest among CTE faculty for the development of intrasegmental CI-D descriptors to assist with regionalizing CTE curriculum.

The Chancellor’s Office will issue a memo regarding the June 30, 2015 deadline. Approved ADTs with courses undergoing revision in C-ID will not be deactivated by the deadline, but after July 1, 2015, the Chancellor’s Office will only accept ADTs with C-ID approval; until then, courses “in progress” will be accepted.
8. **Credit/Community Services Combination Classes**—The Community College League of California will not be sponsoring a legislative change to the auditing language of title 5. Allowing community services students to be enrolled in the same classes as credit students is the other possible solution to the challenges faced by colleges from the revised course repetition guidelines. SACC reviewed the draft guidelines document at the last meeting and recommended that the Chancellor’s Office move forward on adopting the document. The Chancellor’s Office will take another look internally for legal implications and report those findings at the next meeting.

9. **Competency vs. Completion vs. Achievement Certificates**—There are three types of certificates that are officially recognized: Certificates of Competency and Certificates of Completion are for noncredit programs; Certificates of Achievement are for credit programs with 12 or more units. There is statewide interest, also expressed in an Academic Senate resolution, for tracking certificates of less than 12 units. Students must apply for these “lower unit” certificates and while they can be reported through the state’s MIS, the certificates are not included on student transcripts. Lower unit certificates are not reviewed by the Chancellor’s Office, nor are they included in the Curriculum Inventory and they are not reflected in the MIS Score Card.

10. **CDCP Funding Changes**—This item was tabled until the next SACC meeting.

11. **CTE Agenda and Curriculum Processes**—A field group meeting was held regarding issues with SB 1070. There are concerns about who is working on these issues, and compliance concerns about colleges holding classes on high school campuses. A single set of statewide guidelines needs to be developed. Legal interpretation and input from the Department of Education is needed due to the lack of clarity regarding dual enrollment. The Academic Senate will need to be involved.

12. **Standalone Course Approval**—SACC members had expressed concerns about the sun-setting of the law in December 2013 that had allowed colleges to locally approve stand-alone course. Industries served by community college programs want this ability restored as do the local colleges. After the law expired, between January and mid-March, 2014, 779 courses ended up in the system. The Chancellor’s Office randomly selected 62 of those courses to review, using 22 component metric which matches the Curriculum Inventory. The Chancellor’s Office has concerns about reactivating this process, but those concerns need to be validated through research with solutions proposed. If local approval of standalone courses is reconsidered by the legislature, SACC will need to justify its restoration.

13. **Title 5 (Section 55051) High School Articulation**—This item was tabled until the next SACC meeting.
14. Announcements

**Update—Spring 2015 Conferences**
- CCCAOE Spring Conference—March 25-27, San Francisco
- CCCCIO Spring Conference—April 15-17, San Francisco
- ACCE Spring Conference—February 25-27, San Diego
- ASCCC Spring Plenary Session—April 9-11, San Francisco
  - Spring Institutes—Accreditation (February 20-21, San Francisco)/Academic Academy (March 13-14, Costa Mesa)
  - CTE Curriculum Academy – January 15, 2015, Anaheim
  - Regional Meetings: Equity/Distance Education/Noncredit Curriculum

15. **Program and Course Approval Handbook (PCAH Revision)**—Pairings of one faculty member and one CIO were each assigned to review a section of the PCAH. The workgroup pairs are identifying title 5 language and other areas that need to be updated or modified, and discussing how colleges actually use the PCAH. Groups are also identifying what content was dropped from the 3rd and 4th edition that needs to be restored in the 6th edition. Several workgroup members reported out on needed changes and an outline was suggested that other workgroup pairs might use in their review process.

*Next Meeting—February 27, 2015*