### Committee Members Present:

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<tr>
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<th>ASCCC:</th>
<th>CCCCIO:</th>
<th>CCCCIO Liaisons:</th>
<th>Chancellor’s Office:</th>
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<tr>
<td></td>
<td>Dolores Davison, David DeGroot, John Freitas, Craig Rutan, Erik Shearer</td>
<td>Virginia Guleff, Kathleen Rose, Kelly Fowler</td>
<td>Kim Schenk (CCCAOE), Erica LeBlanc (ACCE)</td>
<td>Jackie Escajeda</td>
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### Committee Members Absent

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<th>CCCCIO:</th>
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<td>Terry Giugni</td>
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### Committee Members by Telephone

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<th>ASCCC:</th>
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<td>Jolena Grande</td>
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### Guests:

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<th>CCC Technology Center (by phone):</th>
<th>Chancellor’s Office:</th>
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<td></td>
<td>Barbara Fountain, David Shippen, Rachel Stamm</td>
<td>Njeri Griffin, Eric Nelson, Stephanie Ricks-Alpert, Debbie Velasquez</td>
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<th>Kathleen Rose</th>
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### Meeting Location:

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**Meeting Summary from November 20, 2015**—November 20, 2015 Meeting Summary was approved with changes noted.

**Chancellor’s Office Update**

- **Work Experience**: Title 5 requires students to work 75 paid hours to earn one unit, while students in unpaid positions are required to work 60 hours to earn one unit. This difference is consistent nationwide. Another section in title 5 allows students to earn work experience hours in increments yet another section does not. SACC members discussed the need for incremental units to support students in summer internships and short, intensive work experiences. The options being considered are to leave title 5 as it currently stands (i.e., a local decision whether a college would award incremental units); change title 5 language to make the minimum award one unit and allow unit increments after that; or change title 5 to disallow the awarding of units in increments. CCCC’s Legal Department is researching the issue.

- **High School Articulation**: Changes to title 5, section 55051 are ready to be submitted to the Department of Finance.

- **Approval of Non-Substantive Changes**: The current Curriculum Inventory system still requires colleges to submit a form for non-substantive changes to be approved, but the CCCC is working with Governet to reprogram the system. Once a certification is received, the requirement will be removed. The deadline for the certifications is December 18.

- **SB 440 Update**—There are 1,974 active ADTs and 56 colleges met deadline. SACC discussed the priority for course approvals as some courses have been in the queue for over three months and the
deadline for colleges to make catalog changes is drawing near. The CCCCO is training additional staff to approve courses.

- **Baccalaureate Update** – The $750,000 implementation grant was awarded to North Orange Community College District. The 18-month period of performance begins January 30, 2016. A handbook is being developed to guide the pilot colleges’ efforts and it will be reviewed by the 15 colleges in the pilot and other groups before it is presented to the Board of Governors. The faculty group will meet January 28 to discuss upper division curriculum and other issues. Because of space limitations, three to four specific representatives from each college are being asked to attend.

- **Approval Process/Inventory Update** – The annual form that CIOs need to sign was sent to the field.

- **Credit/Community Service Class Guidelines** – SACC discussed the importance to the field of implementing the draft guidelines for co-enrolling not-for-credit (fee-based) students in credit courses.

- **Stand Alone Course Approval** – An analysis of standalone courses revealed that there are currently 113 courses in the queue and the oldest has been in the queue for three weeks (down from four months). SACC discussed the importance of restoring local approval of standalone courses. The PCAH addresses experimental courses, with focus on CTE. The Academic Senate proposes using a rubric, checklists and “policing” colleges to ensure that local approval of standalone courses to ensure that standards for standalone courses are met. Courses that are intended to be applicable to future programs should not be submitted as standalone. The definition of basic skills (CB08) needs to be clarified: courses that are degree applicable but are not transfer applicable can still be standalone. There is misunderstanding in the field regarding standalone courses; for example, some colleges have been told that they can’t submit counseling courses as standalone. SACC will discuss standalone courses at future meetings and will establish a subcommittee to look at definitions, PCAH language, and local approval processes.

- **Dual Enrollment** – AB288 will be effective in January 2016. A preliminary legal advisory is in work and a more thorough advisory will be issued next year. The RP Group is interviewing a wide variety of stakeholders on Dual Enrollment and will be launching a “tool kit” in January that will include Frequently Asked Questions. The ASCCC is also developing FAQs for faculty senates regarding dual enrollment.

**Constituent Group Reports:** CCCAOE, ASCCC and CIOs are all participating in the Spring Conference in Sacramento.

- **CCCAOE** – No changes were reported. The search for an executive director is continuing. Kim Schenk announced her departure from SACC; SACC expressed its gratitude for the expertise, leadership and service that Kim has provided to SACC during her tenure.

- **ASCCC** – No changes were reported.

- **CIOs** – The CIOs are anxiously waiting to find out what’s happening with inventory system; a meeting will take place in January and results will be reported during the January SACC meeting.

- **ACCE** – The ACCE community is intensely interested in the approval of combined enrollment of community education and credit students. The CCCCO will schedule a meeting with the ASCCC, ACCE and CCCCO.

**Collaborative Programs: Guidelines** – Language in the PCAH needs to match the guidelines.

**Curriculum Inventory Implementation (Curriculum Inventory Implementation Update with Tech Center)** – The CCC Technology Center, Barstow Community College and the CCCCO have launched a “discovery phase” in which they will work with local community colleges and the CCCCO to determine protocols for inventory data that are incomplete, don’t match or are incorrect. The Technology Center hopes to present a proof of concept in January. A steering committee that includes CIOs from six colleges (Los Rios, Cerritos, Crafton Hills, College of the Canyons, Ohlone, and Moorpark) has been formed; members include colleges that use “non-Curricunet” systems (e.g., eLumens, Socrates). The Academic Senate expressed interest in having representatives on this committee. Another cross functional group has been established to provide a “vendor agnostic” conversation among curriculum inventory system providers and colleges who have home grown systems. The goal of this
CB21 Coding for ESL – SACC discussed the need for guidelines for coding ESL classes. Some of the issues include ESL courses that are at very low levels but are coded as “degree applicable,” and courses that are part of sequences that aren’t supposed to be coded in CB21. In the current inventory system, the only way to indicate a CB21 Code of “Y” is if the course is degree applicable.

Military Credit (AB2462) – The CCCCO is in the process of surveying the field to determine if awarding credit for military experience is feasible. The initial survey did not garner a large response. The CCCCO Student Services division has established an advisory committee. Concerns include awarding too much credit for military experience (which can affects students’ financial aid) and awarding credit for courses that do not prepare students for future classes. There is interest in awarding credit to veterans who served as military police and emergency management personnel. The most common credit awarded is for physical education. The CCCCO will hold an annual summit in March.

Adult Education – AB104 established $500 million of which $336 million was given to the K-12 programs for their maintenance of effort; the remainder was distributed to the consortia. Consortia had the option having a college or a K12 entity as the fiscal agent or opt for separate fiscal responsibility. Most consortia elected to have the community colleges serve as fiscal agent, with the exception of twelve K-12 programs and three county offices of education who will serve as fiscal agents, and nine consortia who opted for separate fiscal control. A summit was held in September; 440 attended. A reader’s conference was held recently during which 110 consortia representatives peer-reviewed the consortia plans. An additional $25 million was allocated for assessment and accountability and $25 million will be allocated for technical assistance to the field.

PCAH Update and Discussion – The PCAH writers are ready to review the current (fourth) draft with the CCCCO Academic Affairs staff. The draft will be distributed to SACC members after that reading. At this point, the review should ensure accuracy of the document and the use of common language. SACC will review the draft at the January meeting. Two writers will continue as editors through the document’s publication to make any needed edits

Program Goals (ADTs, CTE, AA-S non-CTE) – The CCCCO staff has discussed concerns about the relationship of program goals with the new Curriculum Inventory and how old goals would map to the new system.

C-ID update, and double-counting concerns (CTE and on-going ADT work) – Faculty discipline groups are meeting frequently with CTE as the emphasis. For transfer level C-IDs, discipline groups are working on the five year renewal process, reviewing comments from the field to see if changes need to be made to the C-IDs or TMCs. A process exists for changes that could require the resubmission of CORs by all 113 colleges. The C-ID Executive Committee will meet in January. To date, the only substantive change contemplated is for the Studio Arts TMC. General Education Advisory Committee has a conflict with CSU math faculty; the Math FDRG is meeting to determine these pathways.

With regard to the double counting of units for ADTs, the CCCCO is working with the colleges who have apparent errors in the counting of units. Guidelines need to be added to the PCAH. One issue to be revisited is the current policy in the CSU GE Area B to award a unit for a lab which can take the total units to 61. This affects the ADTs in Biology and Chemistry. The CCCCO indicated that the CSU has documented that they will accept 10 unit courses and this will be communicated to the field and will be added to the PCAH.

Inmate and Re-Entry Education – A summit was held in December to showcase effective, sustainable efforts. There is interest in the field for these programs. Another summit will be held in summer 2016 in Southern California.
Announcements/Future Topics

- **Upcoming Conferences, Workshops, Professional Development Opportunities** – Online Ed Regionals April 8 (College of San Mateo) and April 9 (Location TBD).

- **Review SACC meeting dates for 2016** – SACC members agreed to meet in Napa for the January 14 meeting at the Napa Valley Marriott. Other meeting dates in 2016 include February 18, March 11, April 15, May 12 and June 17.

- **Bylaw and “rebranding” SACC** – SACC members will discuss the by-laws and membership at the January meeting.

- **Membership discussion** – SACC is in contact with the classified senate to identify a curriculum specialist to join SACC.

Next Meeting: January 14, 2016 (Napa Valley)