System Advisory Committee on Curriculum (SACC)
August 30, 2012 Meeting Summary

<table>
<thead>
<tr>
<th>Committee Members Present:</th>
<th>ASCCC: Julie Bruno, Shirley Flor, Kim Harrell, David Morse, Erik Shearer</th>
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<tr>
<td></td>
<td>CCCCIO: Erica LeBlanc (ACCE Liaison), Kim Schenk (CCCAOE)</td>
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<td></td>
<td>CCCCCO: Sally Montemayor Lenz, Barry Russell</td>
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<td>Committee Members by phone:</td>
<td>CCCCIO: Randal Lawson, Sharon Lowry</td>
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<td>Committee Members Absent:</td>
<td>None</td>
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<tr>
<td>Guests:</td>
<td>CSSO: Erika Endrijonas (by phone)</td>
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<td>CCCCCO: Jackie Escajeda, Elisa Orosco Anders</td>
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<td>Meeting Chair:</td>
<td>David Morse</td>
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<td>Meeting Location:</td>
<td>CCCCCO</td>
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1. **Meeting Summary from June 8, 2012 Meeting**—The June 8, 2012 Meeting Summary was approved.

2. **Announcements and Updates:**

   **Legislative Issues:**
   - SB 1456 (Steinberg), the Student Success Act, is on the governor’s desk for signature.
   - SB 2462 (Block), has been signed into law. This new law requires the Chancellor’s Office to implement a process for awarding credit for prior military experience and would encourage community colleges to facilitate the acceptance of credits for prior military academic experience, using guidelines established by the American Council on Education (ACE). However, lack of consistent course descriptors presents a challenge for aligning the courses with ACE’s standards. Guidance from SACC and the Academic Senate will be needed to help colleges align their curricula and award credit.

   **Search for the New Chancellor**—The Board of Governors will have a closed session at their upcoming meeting in San Diego.

   **Stand-Alone Courses**—A report regarding stand-alone courses is due by 2014 (see agenda item 6).

   **CCCCCO Staffing Changes**—Barbara Illowsky replaced Mark Wade Lieu as the Basic Skills Coordinator. She will also have responsibility for English as a Second Language, Middle College High School programs, and Open Educational Resources (OERs). Dr. Elisa Orosco Anders and Jaqueline Escajeda have joined the Academic Affairs Division as specialists.
Update – Fall 2012 Conference Updates:

- ACCE Fall Workshops—two fall workshops are scheduled (October 10, at the Chancellor’s Office for Community Education programs and November 8 at North Orange County CCD School of Continuing Education). Scott Lay and Patrick Perry will provide keynote presentations at the Southern workshop.
- CCCAOE Fall Conference—October 17 - 19, Long Beach Renaissance Hotel; Nancy Shulock will participate in the keynote presentation.
- CCCCIO Fall Conference—October 31 – November 2, The Dana on Mission Bay, San Diego; Presentations include sessions on transfer degrees, accreditation, the Student Success Act, and new paradigms for CIOs.
- ASCCC Fall Plenary Session—November 8-10, Marriott Hotel, Irvine; the theme is “Transformation of Education: Evolution not Revolution.” The first day of the conference will be held jointly with the CSSO Southern Drive-In Conference.

AA-T/AS-T Degree Approval Update—453 degrees have been approved to date. The July 31 deadline prior to the Curriculum Inventory Version 2 implementation resulted in large influx of submittals. The report is available on the Chancellor’s Office website: http://extranet.cccco.edu/Portals/1/AA/Credit/TMC%20All%20Campus%20Updates/TMCUpdateAll Campuses08.20.12.pdf

Student Success Task Force Workgroups:

- The Basic Skills workgroup met, and their outcome is to develop a resource guide on successful Basic Skills strategies.
- The Professional Development workgroup summit is scheduled for September 12-13, in Pomona.
- The Enrollment Management workgroup is still being formed and will meet later this fall.
- The Student Services workgroup has hosted a series of meetings, concentrating on enrollment priorities. The workgroup’s document is scheduled for a second reading by the Board of Governors.

Repeatable Courses—The proposed title 5 revisions are generating a large number of questions from the field. Only three categories of courses are repeatable, and how colleges respond to the guidelines is a local decision. The ASCCC will be publishing an article on the subject. The revised regulations passed the second reading with the Board of Governors and are now being reviewed by the Department of Finance. Unless the regulation changes are challenged by the Department of Finance, colleges will have 180 days to implement the new guidelines.

3. Curriculum Inventory Version 2—Access levels to the Curriculum Inventory will be maintained locally by the CIOs, using an alias list. Version 2 of the Curriculum Inventory condenses the multiple databases and forms that were formerly used to review proposals and reconciles MIS tables with statewide reporting tools. Curriculum will now be available to the general public through an online search tool. A series of training webinars has been scheduled for September. The PCAH will include user guides for the CI2. The approval timelines are 30 days for credit courses, 60 days for noncredit courses, 85 days for credit programs, and 60 days for noncredit programs. The deadline for colleges to respond to a CCCCO request for information or revision is 45 days (i.e., after 45 days, the CCCCO will expect colleges to resubmit their applications).
4. **CI-D Process and Self-Certification**—Descriptors have not been finished in some cases, and some disciplines have few or no CSU reviewers. Timelines need to be established.

5. **UC Deadlines and Course Articulation for Formerly Repeatable Courses**
   - The UC system has two deadlines for the submittal of courses for articulation: summer for new courses and an additional window in October. If colleges miss the October window, new or revised courses will not be considered until next summer.
   - UCs do not allow for repetition; additional units earned by transfer students are counted as elective credits. There may be situations where four units of credit in a specific course are required by the UC and by repeating a community college three-unit course twice, a student would satisfy the four unit requirement, and the remaining two units would be applied as elective credit.
   - In the case of course families, the UCs limit the number of units they accept for certain classes. So, for example, within the family of physical education activity courses, the limit is four units. In the case of GE courses, the UCs would only count the credits once, even if a community college had developed different levels of a course.
   - The conclusion is that community colleges should cite documentation that a course is required by a four-year institution to allow for an exception to the repeatability limitation.

6. **Stand-Alone Courses — Data Analysis in Preparation for Report to Legislature**—The recertification deadline for colleges to locally approve stand-alone courses is September 10. The report will be a descriptive report, listing the colleges that went through training and the number of stand-alone courses at each college. SACC discussed the continuing data inconsistencies that exist at several districts. Also of concern are courses that are part of local departmental certificates (less than 18 units) because the courses that comprise the certificate may be counted as stand-alone.

7. **Low-Unit Certificates**—SACC discussed the issues of quality control, regional approval (through local consortia), training, and MIS reporting of low unit certificates. Very little research on low-unit certificates exists nationwide, but the RP group conducted a survey of students (leavers and completers) in low-unit certificate programs at 13 colleges last year and will repeat the survey with 23 colleges. The suggestion of regional consortia approval for low-unit certificates would require consultation with the Academic Senate. Curriculum approval and development currently takes place at the college or district level, and any proposed change to this process would require significant discussion with faculty statewide and with the Academic Senate as a body.

8. **Credit/Community Services Combination Classes or Auditing Changes**—The legality of combining not-for-credit and credit/noncredit courses is still in question. SACC will continue to investigate possible changes to Ed Code language on both not-for-credit courses and auditing.

9. **Draft Guidelines for Community Services Offerings**—The guidelines will go the Consultation Council in September and then on to the Board of Governors as an information item.

10. **Discussion of SACC Goals/Work Agenda for 2012-13**
    - Repeatable course guidelines/FAQ
    - CI2 Implementation
    - New stand-alone course training
    - Community services and auditing
    - AA-T/AS-T degrees: next steps

    **Next Meeting:** September 27, 2012