Meeting Summary from May 17, 2013 Meeting—The May 17, 2013 Meeting Summary was approved.

Announcements and Updates

- Chancellor’s Office Staffing Changes: Erin Larson and Chantée Warner have joined the Academic Affairs staff.

- Curriculum Inventory: The CCCCIO is engaged in ensuring that the Curriculum Inventory and the reports derived from the Inventory are accurate.

- Adult Education (AB86): The Work Group and a Cabinet have been established. The Cabinet meets every Friday. The Work Group is preparing a Request for Application for planning and implementation grants to be issued to regional consortia.

- Requests for Applications (RFAs): Three RFAs are currently out for bid: 1) online learning; 2) Assessment, and 3) Student Educational Plans. The latter two RFAs will result in grants awarded to a single college. The resulting RFA activities may include curriculum issues that SACC will address (e.g., conjoint programs).

- Update—July 2013 Curriculum Institute: The summer Curriculum Institute was a success with positive feedback from both attendees and presenters. Attendees appreciated having CCCCIO representatives present. The Institute was the largest ever (325 attendees), and the Academic Senate is considering location options for next summer’s institute and whether to increase the number of registration slots.
• **Fall 2013 Conference Updates**
  
  o **CCCAOE:** October 22–25, Riviera Resort, Palm Springs. The leadership conference is October 22–23 and is not yet fully subscribed, but the hotel has sold out.
  
  o **CCCCIO:** October 30-November 1, Dana on Mission Bay, San Diego. The conference will include a pre-conference “411” training session for new deans and CIOs on October 28-29. John Nixon from the Accrediting Commission will present at the conference on the revised accreditation standards.
  
  o **ASCCC:** November 7–9, Irvine Marriott. Fall Plenary theme is “Engineering Success: Gearing Up for the Future.”
  
  o **SSCCC:** November 1 – 3, Monterey Hyatt. The conference will focus on local associated student unions. The theme is “Reaching the Grass Roots.”
  
  o **ACCE:** Northern “One Day” Workshop is October 24 at the Chancellor’s Office, Sacramento. Southern “One Day” Workshop is November 7 at North Orange County Community College District, Anaheim.
  
• **AD-T Approvals:** As of last count, there are 932 approved degrees, plus 48 in the queue. The number of degree approvals at each college garners considerable attention from interested parties, with a focus on colleges with fewer than five approved degrees. CI-D approval delays are a recurring issue, and the Academic Senate is working to address the backlog. An AD-T for Film, Television and Electronic Media is in the approval cycle, but mapping Taxonomy of Program (TOP) codes to Classification of Instructional Program (CIP) codes has been an issue as these disciplines are combined in a TOP code that does not correspond to a CIP code.

• **CCC Curriculum Inventory Implementation:** A fourth programmer is working with the CCCCO to resolve any programming issues as they arise. Certificates and degrees were disaggregated so that the colleges can get credit for both. CCCCO is urging colleges to “clean up” their inventories (e.g., deactivating courses that aren’t currently offered) to ensure the accuracy of CI data reports and information presented to the public.

• **Program and Course Approval Handbook:** The latest version of the PCAH has been approved by the Board of Governors and includes proposal development guides for every course proposal type. The effective date for requiring submissions on the revised forms was discussed.

  o Rejection of degrees based on stylistic issues was discussed. Punctuation and syntax issues can cause the system to reject proposed degrees.

  o Grade acceptance for Associate Degrees for Transfer (AD-T): Appendix B states that a grade of C or better is required for AD-T courses and that a “P” (Passing) grade is not acceptable for courses in the major. However, for most (if not all) community colleges, a “P” is the equivalent of a “C” or better. This is also an issue for Advanced Placement, International Baccalaureate, and CLEP grades. There is concern in the field that as stated this policy would prohibit students from using AP/IB/CLEP credit toward AD-T degrees. SACC will proceed to verify CSU policies for acceptance of “P” grades.
C-ID designation as documented in Appendix B of the PCAH: Appendix B states that courses in the core must have C-ID designation, but a Chancellor’s Office memo (effective January 2013) contradicts this. SACC determined that the current version of the PCAH supersedes memos that predate it.

• Credit/Community Services Combination Classes and Auditing Changes: Auditing classes will be on the legislative agenda this year. While it is possible to offer combined Community Education and Credit classes, colleges must ensure that no public funds are used to support the Community Services portion of the class. Colleges will need to implement processes to ensure that they can respond to auditor questions regarding how the college ensures that no public funds are used to support instruction for fee-based students. CIOs would like to see CCCCO issue guidelines and suggested that ACCE take the initiative for accomplishing this.

• Field Response to Credit Course Repetition Guidelines: The Academic Senate is meeting with CCCCO representatives to answer questions from the field and develop FAQs. The guidelines will be updated, and SACC may be consulted on substantive issues such as:
  
  o Courses offered through different instructional methodologies (e.g., online classes).
  o Federal financial aid implications: the Federal financial aid guidelines may more narrowly define what constitutes the same course (i.e., a college may allow a student to take two courses, but if the Federal government defines the two as the same class, the student would not be able to apply the second course to meeting financial aid requirements).
  o Clear definitions for terms such as “significant lapse of time” and “legally mandated courses.”
  o Cooperative Work Experience: regulations permit students to accumulate up to 16 units (reference title 5, section 55040).” Also, we need to add, as the last sentence of the paragraph, “The Chancellor’s Office staff will convene a work group to provide more clarity.” This could result in inappropriate use of “leveling.” However, it was the consensus of SACC members that taking work experience multiple times does not really constitute course repetition and that the unit limitation provides sufficient control.

ASCCC Spring Resolutions for SACC Consideration—SACC discussed three resolutions approved by the Academic Senate at the Spring 2013 Plenary Session:

• Eliminate the “Discipline” in the Taxonomy of Programs: This resolution stemmed from potential confusion between the use of the term “discipline” in conjunction with TOP codes and within the context of faculty minimum qualifications and faculty service areas. The resolution requests that alternate language be used in the TOP Codes manual. One suggestion is to use the term “subject areas.” The CCCCO will investigate removing the word “discipline” from the TOP Codes manual.

Ultimately, SACC needs to address transitioning from TOP codes to the federal CIP classification system. (TOP codes are used only by the California Community Colleges). The CIP classification system includes 53 Program Areas and does not use the term “discipline.” However, the cost of transitioning to the CIP is a complex issue, affecting fiscal, MIS, financial aid and other systems. SACC will discuss development of a transition plan. The CCCCO will follow up with other community college groups (e.g., CEOs, CFOs, CIOs, etc.).
• Redefine and Broaden Categories in Existing Dance TOP Codes: Current TOP Codes associated with Dance programs include Dance and Commercial Dance. Dance faculty feel that the current TOP codes do not adequately reflect the type of Dance courses and programs offered and suggested that the Academic Senate in consultation with Dance faculty work with the CCCC0 to develop additional TOP codes for areas such as Dance Science, Dance History, Dance and Technology, and Dance and Performance. The Academic Senate will have additional conversations with the faculty who brought the issue forward and bring this information back to SACC.

• Notification of Changes to TMC Templates and Narratives: The templates are based on the input received from the individual Faculty Discipline Review Groups (FDRGs). The Academic Senate will explore whether it would be possible to limit the frequency of changes to the templates (perhaps to twice a year).

**Noncredit Progress Indicators**—The implications of mandating the collection of evaluative symbols for noncredit courses needs to be discussed with the CCCC0 MIS Department. The implementation of AB 86 and its effect on Adult Education systems is another issue that should be considered. The CCCC0 needs to determine, at the Chancellor’s cabinet level, what is required to implement the collection of symbols and the policy implications of taking this action. SACC has initially recommended implementation of noncredit progress indicators for CDCP noncredit courses only.

Next Meeting Date–October 15, 2013