1. **Meeting Summary from March 26, 2015**—The March 26, 2015 Meeting Summary was approved with amendments noted.

2. **PCAH retreat date**: The tentative date is June 4, 12:30 to 5:00pm, with the location to be determined. The goal of the meeting is for the PCAH writers and SACC members to arrive at an unofficial draft for future discussions with constituent groups and through presentations at events such as the Curriculum Institute.

3. **CTE Agenda and curriculum**: The Workforce Taskforce (WTFT) is developing regulations regarding CTE curriculum processes. The WTFT is addressing how to get more students to complete CTE programs and enter the workforce, and will present their recommendations on curriculum and instruction at a meeting on May 13. SACC discussed the desirability of streamlining the curriculum process but members agreed that two separate curriculum approval processes (i.e., one under Academic Affairs and one under other divisions) would be detrimental to the system and the WTFT needs to be cognizant that there are other factors that add to the time it takes to get curriculum developed and approved (e.g., local processes). SACC reviewed a draft document outlining SACC’s position which will also address the differences between local curriculum actions and those conducted.
at the regional and state levels. SACC also discussed changing the name of SACC as the term “System” is not used.

4. SB 440: There are currently 1,726 Active ADTs (an increase of 45 ADTs from last month). Twenty four colleges have met their SB 440 requirement and more the 25 other colleges are one or two courses away from reaching their goal. The CCCCO has 59 courses in the queue associated with the ADTs. Three colleges have indicated that they will not reach their goal; if colleges cannot reach their goal, they need to inform the CCCCO about the reasons which are being compiled for reporting purposes. The CCCCO will offer assistance to those colleges.

SACC also discussed the timeliness of notifying the field when changes are made to the templates; when a template is changed, even for minor content, the new template will be updated and disseminated to ensure that ADTs are submitted under the current template.

5. Baccalaureate degree pilot: The CCCCO reissued the RFP for the 15th college to offer a baccalaureate degree. Fourteen applications were received and the selected candidate will be presented at the May 18 BOG meeting along with the other two baccalaureate degrees which were postponed from the last BOG agenda. Several meetings with the candidate colleges have taken place, including one with ACCJC to discuss the substantive change requirements (four colleges have submitted their substantive change proposals). Other meetings have or will take place with the Academic Senate Baccalaureate Degree Task Force and representatives from Washington State to discuss issues such as minimum qualifications, course alignment, upper division requirements, etc.

6. Standalone course approval: Between August 2007 through Spring 2014 (356 weeks), colleges locally approved 33,272 stand-alone courses. The CCCCO has randomly sampled 224 courses approved during that period and is in the process of gathering the CORs from the colleges and identifying the TOP codes associated with each course. The review will not include a qualitative analysis but instead will review the courses based on 26 “yes/no” criteria gleaned from elements required in the Curriculum Inventory.

For the current course approval queues, the CCCCO is within 37 days of clearing the standalone course queue, and 22 days of clearing the noncredit queue; there are no CDCP applications in the queue at this time.

Noncredit Prerequisites on Credit Courses: SACC reviewed information compiled by faculty regarding the use of noncredit courses as prerequisites for credit courses. The permissive language in title 5 does not prevent colleges from pursuing this option, but established policies need to be followed and students completing basic skills noncredit courses may need to be reassessed before entering college-level courses. The noncredit courses would have to be graded and added to the transcript; progress indicators might be an option but the “satisfactory progress” indicator (SP) would require a title 5 change to make it mandatory for all colleges to collect and report this data which, in turn, represents an unfunded mandate which requires Department of Finance approval. Tracking noncredit student progress indicators also has implications for SSSP funding. Progress indicators are not required and until they are, the CCCCO MIS will not actively track them.

SACC also discussed the wide variation among colleges with respect to the levels of remedial education. The common assessment instrument and development of CI-D descriptors for noncredit courses may help align these courses. Another complication is how many levels a college can support, given the needs of its local student population (i.e., some colleges can support classes that go eight levels below transfer but others have student need that would only support three levels below
Another option is to allow students to take a challenge examination. By August 1 of each year, colleges are required to report creation of prerequisites, whether credit or noncredit.

7. **ESL Coding Issues**: SACC members will follow up on forming a task force to address this issue.

8. **Adult Education**: Deferred to future SACC meeting

9. **Categories of CDCP funding**: Deferred to future SACC meeting

10. **Course Repetition Guidelines and CTE**: Deferred to future SACC meeting

11. **TOP Codes and CIP Codes**: Deferred to future SACC meeting

12. **Title 5 55051**: Deferred to future SACC meeting

13. **Chancellor’s Office Update**

14. **Program and Course Approval Handbook (PCAH Revision)**: Representatives from the PCAH writing group reported on their progress; the PCAH will be reviewed at the June 4 meeting and additional CCCCO staff will be invited to attend.

15. **Announcements**

   - SCCC Spring 2015 Resolutions
   - Update—Spring 2015 Conferences
     - ASCCC 2015 Career Technical Education Institute May 8-9, 2015, La Jolla (Sold Out)
     - ASCCC 2015 Faculty Leadership Institute, June 11-13, 2015 San Jose Marriott
     - ASCCC 2015 Curriculum Institute, July 9-11, 2015 Anaheim Double Tree