

California Community Colleges

Chancellor's Office

Educational Services



FIRST FRIDAY UPDATE

for Chief Instructional and Chief Student Services Officers
January 2017

ACADEMIC AFFAIRS DIVISION

2017-18 FLEXIBLE CALENDAR CERTIFICATION

Rita Levy

The Survey Gizmo Flexible Calendar Activity Online Submission link FY 2017-18 will be sent out February 2017, and must be completed and submitted no later than June 1, 2017. All colleges are required to complete information related to the Flexible Calendar Program and return the approved certification form, whether or not they participate in the Flexible Calendar Program. If you have questions, please email Rita Levy at rlevy@cccco.edu.

ASSOCIATE DEGREE FOR TRANSFER

Jackie Escajeda/Raul Arambula/Kevin Olsen

For the month of December, the Academic Affairs team focused on non-substantial changes. With the hard work of Kevin Olsen, 58 non-substantial changes were approved for the month.

BACCALAUREATE DEGREE PILOT PROGRAM

Njeri Griffin

In December 2016, a focus meeting was held in Sacramento for Financial Aid Directors and Admission and Records Officers to discuss the Baccalaureate Degree Pilot Program and the impact on each area. Participants were able to share their experiences they are having at their college and was able to receive input from colleagues on various situations. Participants reported that the meeting was very helpful. The Student Services and Special Programs Division played a huge role in coordinating and facilitating this meeting.

BASIC SKILLS INITIATIVE

Kirsten Corbin/Eric Nelson

The Basic Skills Initiative allocation for FY 2015-16 R1 has been calculated and turned over to the Chancellor's Office College Finance and Facilities Planning Division.

BASIC SKILLS STUDENT OUTCOMES AND TRANSFORMATION PROGRAM

Kirsten Corbin/Jo Glenn

Colleges will now be submitting their quarterly reports through a web-based database system. A memo about this system as well as a user guide were sent to college project directors on December 21 and are posted to the [Basic Skills Student Outcomes and Transformation Program webpage](#). To accommodate the rollout of this new system and the holidays, the deadline for the second quarterly report has been extended to Friday, January 13, 2017. For any questions about the report or the database system please contact the grant monitor, Jo Glenn at jglenn@cccco.edu or (916) 323-3824.

BASIC SKILLS PARTNERSHIP PILOT PROGRAM

Kirsten Corbin/Jo Glenn

The second quarterly report of expenditures and action plan progress was due December 31, 2016. Colleges that have not yet submitted their report need to email it and send a hard copy to the grant monitor, Jo Glenn at jglenn@cccco.edu or (916) 323-3824. Questions about the report should be directed to Jo Glenn.

CCC PREREQUISITE AND COREQUISITE SURVEY FOR 2016-2017

Rita Levy

California Community Colleges are required to report to the Chancellor's Office the prerequisites, corequisites and advisories that were established during the prior academic year. The FY 2016-17 Survey Gizmo CCC Prerequisite and Corequisite Survey for 2016-17 will be sent out this March 2017. Responses are due by July 1, 2017.

CHANCELLOR'S OFFICE CURRICULUM INVENTORY

Eric Nelson/David Garcia

All technical issues in COCI 1.0 (Chancellor's Office Curriculum Inventory, 1.0=current version) are current. Zoom is being used to provide live help for technical problems experienced by the colleges, and the response has been positive for the use of zoom as a tool in stakeholder assistance. Technical problems can be reported to citechissues@cccco.edu.

An announcement listserv has been set up for all COCI 1.0 (and soon, 2.0) users to receive technical announcements from Academic Affairs. It is self-subscribe only, using the following link: <http://bit.ly/2ifZjR>. At the link, fill in your email address and then click the appropriate button.

In Phase I, pilot colleges have started testing COCI 2.0, which is still in development. Weekly tests are carried out. The developer of 2.0 is writing the program from the "ground up", rather than patching 1.0. Functions will be the same, but the software is being written to current standards of technology.

CTE MINIMUM QUALIFICATIONS ADVISORY WORK GROUP

Rita Levy

The CTE Minimum Qualifications Advisory Work Group met three times to review and work towards facilitating the implementation of the Student Success Taskforce recommendation to "increase the pool of qualified CTE instructors by addressing CTE faculty recruitment and hiring practices." A short letter of guidance will be issued to the field late January 2017, while the Advisory Work Group continues to work together to provide a white paper on their findings, and will issue recommended practices in Spring 2017.

DISTANCE EDUCATION

Erin Larson

The first meeting of the reconstituted Distance Education Technical Advisory Committee will be on January 11 at the Chancellor's Office. Issues to discuss include prospective regulatory packages and updated guidelines. In the upcoming months, to help inform distance education efforts as a whole, the Chancellor's Office will be gathering data via three surveys: one for all colleges' distance education programs, another for faculty experience with distance education, and a third for student satisfaction with distance education.

NONCREDIT CURRICULUM PROPOSALS

Kirsten Corbin/Chantée Guiney

The changes to the Chancellor's Office curriculum review and approval process apply only to credit course proposals, not to noncredit course proposals. In its discussions, the Curriculum Work Group is considering changes to the review and approval of noncredit proposals, but at this time the Chancellor's Office will continue with the process it has been using for noncredit curriculum.

Due to staffing limitations, the review of noncredit proposals has slowed over the last couple of months. The Chancellor's Office is doing what it can to address this issue and expects significantly more movement in the queue over the next few weeks.

STREAMLINING CURRICULUM

Jackie Escajeda

In October 2016, we began the first of several changes that the CCCCCO will be making to streamline the curriculum approval processes. The CCCCCO will be working through 5C as we send additional information to the field, but currently the changes are for credit courses approvals that are submitted to the Chancellor's Office. A college certification letter was sent to each CIO to be returned to the CCCCCO by December 16, 2016 and this is a reminder of the current changes.

This first streamlining effort is for credit courses only that includes:

- ✓ New proposals to existing approved credit programs
- ✓ Substantial change proposals
- ✓ Stand-alone proposals
- ✓ Nonsubstantial change proposals

Please make sure that courses are accurate in accordance with the current CCCCCO Program and Course Approval Handbook (PCAH) and that:

- course hours and units are correct in accordance with CCCCCO Course Calculations;
- the college/district course outline of record has been approved by the District Governing Board;
- opportunities for training are provided for college/district personnel regarding curriculum rules and regulations to ensure compliance ((CCR, §55002(a) & (b)); and
- the college/district has developed local policy, regulations, or procedures specifying the accepted relationship between contact hours, outside-of-class hours, and credit for calculating credit hours to ensure consistency in awarding units of credit.

Please note the Chancellor's Office will conduct periodic reviews of these proposals to monitor data integrity. If you have additional questions please email Dean Jackie Escajeda at: jescajeda@cccco.edu.

STUDENT SERVICES AND SPECIAL PROGRAMS DIVISION

CAFYES

Janet Fulton

- The Board of Governors approved Cooperating Agencies Foster Youth Educational Support regulations at its September 2016 meeting. The regulations took effect on October 27, 2016.
- The Chancellor's Office provided mandatory training to Cooperating Agencies Foster Youth Educational Support administrators in October 2016, in collaboration with the California Community Colleges Extended Opportunity Programs and Services Association, on "Outreach and Recruitment," and in December 2016 on "The Adverse Childhood Experiences Study and Trauma-Informed Practice."
- The CCCCCO Cooperating Agencies Foster Youth Educational Support Advisory Committee will hold its inaugural meeting in February 2017.

CALIFORNIA PROMISE

David Lawrence

The Chancellor's Office released a revised RFA for the California College Promise Innovation Grant Program on Friday, December 16. The revised RFA now permits multi-college districts to submit a single application on behalf of multiple colleges. The maximum award amount for these applicants is \$1,500,000. Single college applicants are still eligible to apply for a maximum award amount of \$750,000. For more information about the RFA including a link to the technical assistance webinar and FAQs, please visit the California Promise webpage, which can be found at the following link: <http://extranet.cccco.edu/Divisions/StudentServices/CaliforniaPromise.aspx>.

DISABLED STUDENT PROGRAMS AND SERVICES

Linda Vann

The Chancellor's Office is supporting an online learning tool to help those with reading or print disabilities. Learning Ally, a national nonprofit, has a proven record of working with educators to help struggling readers improve reading comprehension, self-confidence and academic performance. They offer a large collection of human-narrated core-curriculum content, educator resources, support materials and student engagement tools. It is available to each of our campuses. Instructors can assign audiobooks to their students or students can download their own audiobooks. Additional information can be found by clicking here: <http://learningally.org/Get-Started>.

SSSP/STUDENT EQUITY/BASIC SKILLS INITIATIVE PLANNING INTEGRATION

Rhonda Mohr/Kirsten Corbin

Earlier this year, Deputy Chancellor Erik Skinner called for an IEPI PRT for the Chancellor's Office to discuss integration of three of our initiatives: SSSP, Student Equity, and Basic Skills. The PRT team met with CCCCCO staff and administrators, and collectively they identified key aspects of the initiatives to be integrated, starting with integrating the plans. After many internal meetings, this week essential stakeholders that included representatives from CSSOs, CIOs, and ASCCC furthered the conversations on integrated planning processes.

As the CCCCCO continues to look to the future and ways to encourage local control for colleges to be able to respond to individual community needs, this conversation and potential work of integration will serve us all well.

There is much to do in the next few months as we develop an integrative template for these programs, so please stay tuned for future information and dialogue.

STUDENT SUCCESS AND SUPPORT PROGRAM

Chris Graillat

On December 5, the Student Success and Support Program (SSSP) held a webinar on “College Readiness and Student Success.” Each year, California's community colleges identify hundreds of thousands of students as underprepared. These students are placed into basic skills courses to help get them ready for college-level work. The webinar featured [Public Policy Institute of California \(PPIC\) research fellow Olga Rodriguez](#), and [Myra Snell](#) of the [California Acceleration Project](#). A [recording of the webinar can be accessed at CCC Confer](#).

Rodriguez conducts research on the impact of programs and policies on student outcomes, with a particular focus on college access and success among underserved students. Her recent research focuses on statewide developmental education reform, assessment and placement systems, and place-based efforts to help students get into and through college. Before joining PPIC, she was a postdoctoral research associate at the Community College Research Center at Teachers College, Columbia University. She holds a PhD in economics and education from Columbia University.

Snell, a math professor at Los Medanos College, is also co-founder of the Acceleration Project with Katie Hern, English professor at Chabot College. The Acceleration Project focuses on redesigning English and math curricula to increase student completion rates for the California Community Colleges. Snell's accomplishments include creating Path2Stats, a one-semester course that prepares students for the study of statistics and offers an alternative to the traditional 3 to 4-semester remedial algebra sequence. In 2014, Snell was one of four finalists for the prestigious national Faculty Innovation Award from the American Association of Community Colleges. In 2016 Washington Monthly included Snell and Hern in their list of the 16 Most Innovative People in Higher Education.

WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION

STRONG WORKFORCE PROGRAM

Matt Roberts/Javier Romero

A listing of upcoming events, a presentation slide archive from past events, and where to find web-based assistance for Strong Workforce Program planning and dissemination is available at the Strong Workforce Program website: <http://www.doingwhatmatters.cccco.edu/StrongWorkforce/EventsPresentationsByAudience.aspx>

The resources are all geared to support the college and regional conversation to achieve more and better Career Technical Education (CTE) programs, courses, and pathways under Strong Workforce Program (SWP) funding. The resources are arranged by target audience, and are designed to help the full organization to understand the Strong Workforce Program leading to solid academic planning. Resources are updated frequently, and space is available for upcoming events such as local share planning jams scheduled in January for each region.