

California Community Colleges

Chancellor's Office

Educational Services



FIRST FRIDAY UPDATE

for Chief Instructional and Chief Student Services Officers

September 2016

ACADEMIC AFFAIRS DIVISION

ADT DEVELOPMENT OBLIGATIONS

Erin Larson

There are 2,067 approved [ADTs](#) in the month of August (13 more than July) with 108 revisions sent back to the colleges. The next development deadline is August 1, 2017, and includes four disciplines (with new TOP codes): Child & Adolescent Development (1305.10), Global Studies (2210.20), Public Health Science (1201.00), and Social Justice Studies (2201.30). No colleges were required to develop these ADTs because no previous AA/AS degrees were identified in the new TOP Codes for these programs.

BASIC SKILLS INITIATIVE

Kirsten Corbin/Eric Nelson

Fiscal Year [2016-17 Basic Skills Initiative \(BSI\) Advance Allocation](#) has been calculated, certified, and uploaded to Chancellor's Office Academic Affairs Division website, Basic Skills & English as a Second Language webpage under Basic Skills Allocations. While the requirement for colleges to submit expenditure plans for BSI funds in Fiscal Year 2016-17 has been suspended, colleges still need to submit their expenditure report for Fiscal Year 2015-16 **by October 17, 2016**. The [BSI Expenditure Report Template](#) is available in the same located as noted above.

EARLY/MIDDLE AND DUAL ENROLLMENT PROGRAMS CONFERENCE

Debbie Velasquez

The Third Annual Statewide Early/Middle and Dual Enrollment Programs Conference will take place at the DoubleTree Hotel, 222 N. Vineyard Avenue, Ontario, CA on October 27-28, 2016. The preconference starts October 27, 9-3 pm and will include Early/Middle College site visits, followed by a mini-session with Dr. Rog  air Purnell on AB 288. The conference begins October 28, 8-5 pm, with plenary sessions and mini-workshops.

The conference will have informative sessions on issues that impact Dual Enrollment (AB 288) Toolkit, California Department of Education regulations, and legislative update, learn about successful programs for College/Career Readiness and Pathway, Jobs for the Future will discuss the national perspective on PELL grants, hear from leaders of successful dual enrollment and early/middle college models for maximizing student learning outcomes, and network with colleagues throughout the state.

Register online for the [Dual Enrollment Conference](#) (credit card payment accepted) or mail your payment to PO Box 1641, Los Alamitos, CA 90720. The registration deadline ends on September 26, 2016. Hotel reservations can be made online at the [DoubleTree Hotel](#) or by calling 855-610-8733. For more information, please contact ccec2016conf@yahoo.com.

NONCREDIT REVIEW

Kirsten Corbin/Chantee Guiney

Chantée Guiney is on a maternity leave of absence as she prepares for the arrival of her new baby. During her leave of absence, retired annuitant Patti Blank will oversee noncredit course and program reviews. Patti is an Academic Affairs veteran who, prior to her retirement from state civil service, reviewed noncredit curriculum and advised on policy matters. She has courageously assumed command of the noncredit curriculum queue on Monday, August 29, and is reachable at pblank@cccco.edu or (916) 322-0927.

NONCREDIT CAREER DEVELOPMENT COLLEGE PREPARATION (CDCP) PROGRAM 2014-15 REPORT

LeBaron Woodyard

The [Noncredit Career Development College Preparation \(CDCP\) Program 2014-15 Report](#) was released in late August. This report highlights the role of the colleges in enhancing students' basic education and employment skills. It also provides details on the approved noncredit CDCP programs and courses that result in certificates of completion and certificates of competency. Students who attain this education and training are better equipped to succeed in the world.

ZERO-TEXTBOOK-COST DEGREE GRANT PROGRAM REQUEST FOR APPLICATIONS (RFA)

LeBaron Woodyard

A Request for Applications will go out during the latter half of September. The Zero-Textbook-Cost Degree Grant Program will enable colleges to plan and/or implement zero costs for textbooks used in all courses contained in a degree or certificate program.

ZERO-TEXTBOOK-COST DEGREE CONTRACT REQUEST FOR PROPOSAL (RFP)

LeBaron Woodyard

A Request for Proposals will be released in early October. The Zero-Textbook-Cost Degree Contract will assist the Chancellor's Office in providing technical assistance to colleges that are recipients of grants to implement zero-textbook-costs for degree or certificate programs.

PREREQUISITES, CO-REQUISITES, AND ADVISORIES ANNUAL REPORTING 2015-16 SURVEY

LeBaron Woodyard

The Prerequisites, Co-requisites, and Advisories Annual Reporting Survey for 2015-16 will be released within the first week of September. The report requests information on prerequisite and co-requisite courses developed between July 1, 2015 through June 30, 2016. The reporting survey will be emailed to the individuals who completed the reporting survey in 2015. Should you have any questions or a new contact, please contact LeBaron Woodyard at lwoodyar@cccco.edu.

PUBLIC SAFETY

Eric Nelson

On September 23, 2016, the Chancellor's Office in conjunction Institutional Effectiveness Partnership Initiative will host a one-day [Professional Development Training and Best Practices-Public Safety](#) at the Gymnasium of Orange County Sheriff's Regional Training Academy from 9:30 am until 2:30 pm.

STATEWIDE ADVISORY ON CURRICULUM COMMITTEE (SACC)

Jackie Escajeda

At the last Statewide Advisory on Curriculum Committee (SACC) meeting held on August 25, 2016, the committee elected to rename itself and will now be known as the California Community Colleges Chancellor's Curriculum Committee (5Cs). The 5Cs provides guidance to the Chancellor's Office on local and regional implementation of curriculum policies, processes, and regulations throughout the California Community College system, including general education, workforce, & development education programs in credit, non-credit and not-for-credit areas. The committee also advises the Chancellor's Office on state-level curriculum certification processes to ensure quality, integrity, compliance, collaboration, flexibility, timeliness, and transparency, while putting the needs of students first.

STUDENT SERVICES AND SPECIAL PROGRAMS DIVISION

CONSTITUTION DAY REQUIREMENTS TO REMAIN TITLE IV FINANCIAL AID ELIGIBLE

Rhonda Mohr

Higher education institutions must offer educational programs about the Constitution on September 17 (Constitution Day) in order to remain eligible for Title IV funding, thanks to a provision by Sen. Robert Byrd (D-WV) that was slipped into a 2004 spending bill. When September 17 falls on a Saturday, Sunday, or holiday, Constitution Day shall be held during the preceding or following week. The law and accompanying regulations are incredibly flexible, allowing institutions to do just about anything to commemorate the Constitution's birthday and remain Title IV eligible. In years past, institutions have taken full advantage of the flexibility given resulting in diverse educational events at campuses that is matched only by the diversity of institutions in the U.S.

Resources for excellence in civics education:

www.annenbergclassroom.org

Constitution Day free resources:

<http://challenge.civicsrenewalnetwork.org/>

NEW DIRECTORS TRAINING SEPTEMBER 2016

Rhonda Mohr/Margaret Ortega/Sarah Tyson

The Chancellor's Office will hold its annual training and orientation for new Admission and Records, CalWORKs, CARE, DSPS, and EOPS program directors/coordinators, as well as Articulation Officers, during the week of September 12-16, 2016 in Sacramento. This training and orientation is an opportunity for program directors or coordinators who are new to their respective programs to learn about program history and requirements, and to hear from and dialogue with their peers and experienced colleagues. The trainings are designed to accommodate those assigned to a program in the last two years (since 2014-15). For more information, including registration deadlines, please visit <http://extranet.cccco.edu/Divisions/StudentServices.aspx>.

STUDENTS WITH FOOD AND HOUSING INSECURITIES

Margaret Ortega

The experiences of students facing hunger, or lack of access to nutritious meals has been estimated to be up to 21% or higher of the community college student population. The number of community college students struggling with food insecurities and homelessness is not known and very little information or research is available on this student population. A greater understanding of these issues affecting community college students is needed. This fall, Student Services Division will begin initiating contact with colleges to identify the most pressing issues and concerns students with food insecurities and housing instability encounter, such as: what services and programs are available at the colleges, creative ways colleges have responded to supporting students with food insecurities and housing

instability, what is in place to assist students in finding a path out of hunger and housing instability. The Student Services Division will launch a survey in the fall and host two regional conferences on this topic.

COOPERATING AGENCIES FOSTER YOUTH EDUCATIONAL SUPPORT (CAFYES)

Janet Fulton

The Board of Governors will vote on Cooperating Agencies Foster Youth Educational Support implementing regulations at its September meeting. Invitations to nominate representatives to the Cooperating Agencies Foster Youth Educational Support Advisory Committee have been extended to partner California Community College programs, associations and other state agencies.

THE ROLE OF CURRICULUM IN MAINTAINING YOUR INSTITUTION'S FINANCIAL AID ELIGIBILITY TRAINING WORKSHOP (STUDENT SUCCESS & SUPPORT PROGRAM)

Tim Bonnel/Bryan Dickason/Jackie Escajeda/Ruby Nieto

With the assistance from IEPI, SSSP and AAD will conduct two workshops focusing on curriculum and financial aid. Training will be focused on curriculum/program approval and Financial Aid eligibility. Participants will leave with a process of best practices to ensure continued financial aid eligibility for their college/district curriculum programs/courses. Each college is encouraged to send a team that includes the following representatives: the Curriculum Chair, Financial Aid Director and Admissions & Records Director. In addition, it is also suggested to extend the invitation to the college's CIO/dean, CSSO/dean, Academic Senators and Curriculum Specialists.

Workshop Schedule/Registration/Cost

Be prepared for this training by bringing printed copies of the following:

- College's curriculum inventory (one copy will be provided by CO's)
- Federal Financial Aid agreement participation (PPA)
- Course catalog
- School based software listing courses, programs, and certificates conferred

Registration is required through Eventbrite. There is a \$50 per-person registration fee for attending. Registration includes lunch as well as morning and afternoon beverages. Participants are responsible for travel and any parking costs. This one-day workshop is tentatively scheduled from 9:00 am - 5:00 pm.

Workshop Locations:

Thursday, September 22, 2016

Hilton Irvine/Orange County Airport
Crystal Ballroom
18800 MacArthur Boulevard
Irvine, CA 92612

Registration link:

<https://iepi-irvine-finaid.eventbrite.com>

Monday, September 26, 2016

Sheraton Grand Sacramento
Camellia/Gardenia Room
1230 J Street
Sacramento, CA 95814

Registration link:

<https://iepi-sac-finaidworkshop.eventbrite.com>

WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION

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\$200M Strong Workforce Program Rollout

GUIDANCE	PLANNING	LABOR MARKET RESEARCH	DIRECTORIES
Trailer Bill Language: PDF Word Planning Overview (coming soon) FAQs Allocations COMPILE YOUR OWN SLIDES Presentation Archive	Master Calendar Local Shares <ul style="list-style-type: none">- Reporting Template - TBD- Overview Slides: PDF PPTX- Process Flow Chart Regional Shares <ul style="list-style-type: none">- Reporting Template - TBD- Overview Slides - TBD- Process Flow Chart	Demand & Supply Data Tools Curated Reports by Region Ideas for Growing CTE FTES CTE PROGRAM OUTCOMES Find CTE Outcomes Strong Workforce Program Metrics	Find My Regional Partners CTE Regional Consortia Sector Navigators / Deputy Sector Navigators Labor Market Research Centers of Excellence CTE Data Unlocked Experts Technical Assistance Providers

IMPLEMENTATION OF \$200M STRONG WORKFORCE PROGRAM

Gary Adams

Allocations numbers are available at the above link: <http://doingwhatmatters.cccco.edu/StrongWorkforce.aspx> (see screenshot above.) These allocations will be formally approved at the September 18 Board of Governors' meeting. Local Share use can begin as early as September 19, upon submission into the Local Share templates (for which the Go Live date is September 18.) The link above is filled with helpful links and resources for regions, districts and colleges. Examples are:

- FAOs
- Overview of Local Share
- Overview of Regional Share
- Labor Market Research Searchable Library
- Ideas for Generating CTE FTES

A MESSAGE FROM THE VICE CHANCELLOR OF EDUCATIONAL SERVICES

I want to give a "shout out" to our colleague Craig Justice, CIO at Irvine Valley College, who retired as of yesterday! Craig had a 40 plus year career instructing students and colleagues. He became a trusted friend to many, who gave sage advice when needed and was always ready for a great conversation regarding the essence of what we do! He and I will be working together at the upcoming LACCD Leadership Institute in October. Although he is recuperating from knee surgery, I know he isn't really finished doing this great work we are involved in. Congratulations Craig!

In the next few weeks you will be hearing from me about the California Promise. I look forward to seeing many of you at upcoming meetings and convenings.

Enjoy your Labor Day!

Pam