

California Community Colleges

Chancellor's Office

Educational Services



FIRST FRIDAY UPDATE

for Chief Instructional and Chief Student Services Officers

December 2016

ACADEMIC AFFAIRS DIVISION

BASIC SKILLS INITIATIVE

Kirsten Corbin/Eric Nelson

All BSI expenditure reports have been received – thank you! Eric Nelson will review the expenditure reports for unexpended funds.

BASIC SKILLS STUDENT OUTCOMES AND TRANSFORMATION PROGRAM

Kirsten Corbin/Jo Glenn

Jo Glenn is now the grant monitor of the Students Outcomes and Transformation Program; for questions on payments, allowable expenditures, and reports, please contact her at jglenn@cccco.edu or (916) 323-3824. Grant awardees must submit the second quarterly report of their expenditures and progress on their action plan by December 31, 2016. This and future reports will be submitted to an online database; more information on this process will be distributed next week.

BASIC SKILLS PARTNERSHIP PILOT PROGRAM

Kirsten Corbin/Jo Glenn

Jo Glenn is now the grant monitor of the Partnership Pilot Program; for questions on payments, allowable expenditures, and reports, please contact her at jglenn@cccco.edu or (916) 323-3824. By December 31, 2016, grant awardees must submit the second quarterly report of their expenditures and progress on their action plan.

CHANCELLOR'S OFFICE CURRICULUM INVENTORY

Jackie Escajeda/David Garcia/Eric Nelson

The Tech Center hosted two webinars on the Chancellor's Office Curriculum Inventory (COCI) on December 1, 2016, for the 25 pilot colleges where timelines, processes, and next steps for the first phase of the rollout were discussed. The beta testing pilot colleges will provide the Tech Center with recommendations. Colleges in the first phase will be working in COCI by February 2017. The Chancellor's Office will provide outreach for early adopters of the second phase.

A special thank you to: Stephanie Ricks-Albert and Erin Larsen for being on the first wave of this new technology agenda; David Shippen, Rachel Stamm, Michael Tuccillo, and their colleagues from the Tech Center for making "technology life" out of our curriculum work; our colleagues at the Academic Senate who breath the energy into this work; and the curriculum staff on campuses and here at the Chancellor's Office who look forward to change and are working on our collective behalf to make this exciting project become a reality spring of 2017!

CURRICULUM WORK GROUP

Pam Walker/Kirsten Corbin/Jackie Escajeda/LeBaron Woodyard

Working through the guidance of California Community Colleges Curriculum Committee known as 5C (formally known as SAAC), this work group's primary focus is to develop new policies and practices regarding local control for curriculum approval. This group of CEO's, CIO's, Dean's, faculty, staff and Chancellor's Office staff will have a white paper to the field early in the New Year and should have a new practice for curriculum approval in place by the Curriculum Institute, July 2017.

CERTIFICATION FOR CREDIT COURSES

Jackie Escajeda

A quick reminder that the [Credit Course Certification](#) is due to the Chancellor's Office by December 16, 2016, can be emailed to curriculum@cccco.edu. This certification applies to the following credit courses: 1) New proposals to existing approved credit programs, 2) Substantial change proposals, 3) Stand-alone proposals, and 4) Nonsubstantial change proposals.

CURRICULUM LISTSERV

David Garcia

The Chancellor's Office created a CURRICASSIST listserv to improve communications with Curriculum Specialists, Curriculum Chairs, and those who work closely on curriculum. To subscribe to this listserv, go to <http://listserv.cccnext.net/scripts/wa.exe?SUBED1=CURRICASSIST> and fill in your email address, then click the appropriate button. Contact your campus IT department with any subscription problems. To unsubscribe, please use the following link: CURRICASSIST-signoff-request@LISTSERV.CCCNEXT.NET. You may reach David Garcia at dgarcia@cccco.edu, with any questions you may have.

DISTANCE EDUCATION

Erin Larson

The first meeting of the reconstituted Distance Education and Educational Technology Advisory Committee (DEETAC) is scheduled for December 7, at the Chancellor's Office. Agenda items include setting goals for the year and discussing the upcoming distance education surveys and prospective regulatory packages.

DUAL ENROLLMENT WORKSHOPS

Debbie Velasquez

The Institutional Effectiveness Partnership Initiative in conjunction with the RP Group are hosting [Dual Enrollment \(one-day\) Workshops](#). Special attention will be paid to similarities and differences for AB 288 College and Career Access Pathways (CCAP), and non-AB 288 partnerships. CCAP supports community college and school district partnerships to create seamless pathways from high school to community college as part of their college and career readiness efforts, even for students who may be struggling academically.

NONCREDIT INSTRUCTIONAL VIDEOS

Erin Larson

Academic Affairs is pleased to announce that it will be posting a series of noncredit instructional videos. Currently, there are 21 modules on how to complete the data elements for submission of a noncredit course proposal to Academic Affairs. Feedback will be collected on the modules, as well as other instructional video topics that you would find useful for Academic Affairs to produce.

ZERO-TEXTBOOK-COST DEGREE

Stephanie Ricks-Albert

The Zero Textbook Cost degree is one of the Open Educational Resources initiatives to improve teaching, learning and accessibility for all learners. California community colleges have a unique opportunity to plan/implement a zero-textbook-cost pathway of courses (major and general education) fulfilling an associate degree/career technical education certificate. [Zero-Textbook-Cost Degree Request For Application](#) (RFA) released October 19, is due Monday, December 12, 2016. The Chancellor's Office [Open Educational Resources webpage](#) now includes the addendum for the RFA Contact Page, updated [Frequently Asked Questions](#) from the 11/12/16 webinar and additional resources, tools and regulatory references. The Chancellor's Office is also soliciting for readers (students, faculty, Librarians, Chief Instructional Officers, Chief Student Services Officers, Admissions and Records personnel and Book Store Managers) for the RFA; if you are interested, please send an email to eppdunit@cccco.edu. Travel expenses within the state approved travel guidelines will be reimbursed.

STUDENT SERVICES AND SPECIAL PROGRAMS DIVISION

2017 NEW TRANSFER CENTER DIRECTOR TRAINING

Bob Quinn

This December, 30 new Transfer Center Directors are scheduled to participate in a two-day training hosted by the Chancellor's Office. The training focuses on the program-level responsibilities required of a Transfer Center Director, such as ensuring new directors are aware of core responsibilities throughout the year, how to establish a transfer advisory committee at a college, conduct a program review of the center, establish center related SLOs, and understanding transfer center regulatory requirements, to name a few. The training will be conducted by experienced Transfer Center Directors who volunteer their time for the two-day training.

DISABLED STUDENT PROGRAMS AND SERVICES

Linda Vann

Student Services automated reporting for the Disabled Student Programs and Services end of year expenditures reports were collected September 30, 2016. The full budget of \$115,388,000 has been approved and set up to provide the necessary resources to serve our students. The [2016-17 Advance Allocation](#) has been calculated, certified, and submitted to the Chancellor's Office Fiscal Division for the Disabled Student Programs and Services.

CALWORKs

Sarah Tyson

The Student Services Division is pleased to welcome Karen Baker as the incoming CalWORKs Program Specialist. Ms. Baker came to us from the Institutional Effectiveness Division (IEPI), where she served as a Fiscal Specialist. Prior to her work in IEPI, she spent two years in the Workforce and Economic Development Division, where she was a Program Analyst and assisted in the creation, development, and delivery of the Adult Education Program, after having joined the Chancellor's Office in 2014. She brings to us an excellent combination of fiscal experience/monitoring, as well as a great desire to help those in need achieve their academic goals and dreams. Karen is a proud graduate of Sacramento City College where she earned her AA degree in Social Studies; she received her Bachelor's Degree in Communications Studies from California State University, Sacramento. Karen's official start date in CalWORKs is December 15, 2016. Please join us in welcoming her!

CALIFORNIA PROMISE

David Lawrence/Rhonda Mohr

The Chancellor's Office is working on an RFA that is scheduled to be released Friday, December 2. The 2016-17 State Budget appropriated one-time funding in the amount of \$15 million to be distributed by the Chancellor's Office to selected applicants to support the creation or expansion of College Promise programs. Working within the Chancellor's Office guidelines and Board of Governor's meeting dates, the goal is to make these awards by the Board of Governors March 2017 meeting. A minimum of 20 grants will be awarded, with a maximum award amount of \$750,000.

WORKFORCE AND ECONOMIC DEVELOPMENT DIVISION

PARTNERSHIPS THAT UNLOCK SOCIAL MOBILITY

Lynell Wiggins

In partnership with the California Workforce Association and the California Workforce Development Board, the Chancellor's Office is launching a capacity-building initiative between local workforce boards and community colleges. The first step of the initiative will be 17 regional meetings where participants from local workforce boards and community colleges discuss each local system's capacity to provide career counseling, job placement, and other career support services for disadvantaged students. Under the combined services provided by the federal Workforce Innovation and Opportunity Act, the California Strong Workforce Program, and the state's Student Success Act of 2012, the dialogue fostered at each of these regional workshops will help to better integrate the services of the two systems.

At each regional meeting, a local college is requested to provide a team of the following five (5) individuals: (1-2) dean-level positions with career technical education or workforce development responsibilities; (3) a student services director position with career services duties, such as a CalWORKs or Career Services; (4) a General or CTE Counselor; and (5) a Career Counselor or high-level career center staff (5 participants max). For each local Workforce Development Board, Workforce Board Directors or designated executive staff are expected to attend an event in conjunction with their local community colleges and should request the attendance of the following individuals: One Stop Manager(s), a Job Coach, and a Business Services Staff (5 participants max). For more information:

<http://calworkforce.org/partnerships-that-unlock-social-mobility/>.

STRONG WORKFORCE PROGRAM

Matt Roberts/Javier Romero

The Strong Workforce Program is in full motion with both the regional and the local planning templates operational at this point. Colleges can access support for plan development in many different ways, such as:

- training and webinars on how to access and use the templates
- training and webinars on how to access and use the data systems
- step by step guides and tools to complete the various parts of the plan including the data elements
- access to a curated library for labor market information
- future spring training dates are calendared to assist colleges with planning processes leading to More and Better CTE
- access to data experts deployed to assist college with filling out the template
- opportunities to mini-Partnership Resource Team (PRT) visits to assist with specific college needs

For more information about the Strong Workforce Program and to learn more about the full range of resources available for planning and development, please visit the Strong Workforce Program website at <http://doingwhatmatters.cccco.edu/StrongWorkforce.aspx>.

ADULT EDUCATION BLOCK GRANT ANNUAL SUMMIT

Debra Jones/Javier Romero

In early November, the Chancellor's Office and the California Department of Education held the 2016 Adult Education Block Grant Annual Summit. With the theme of "Moving the Needle," this year's event focused on how practitioners are making a difference in adult education, and how the impact is measured. More than 400 participants convened in Sacramento for two days of keynotes, panel discussions, consortia-led breakouts, discussions, and networking. All conference materials are available online at <http://aebg.cccco.edu/Events/2016-AEBG-Annual-Summit>.

A NOTE FROM THE VICE CHANCELLOR OF EDUCATIONAL SERVICES

As we wrap up another year of First Friday Updates, it is my hope that the information has been helpful and reminds you of the collective good work we do together! It has been important to me that we do everything we can to integrate our work with both Student Services and Instruction, so that college collaboration is also enhanced. The Chancellor's Office staff will be working through much of the holiday season putting a bow on many project completions and readying reports on 2016. We will also be gearing up for 2017, which includes welcoming Chancellor Elect Eloy Ortiz Oakley!

I have been fortunate to work with many of you throughout my tenure at the Chancellor's Office and look forward to the limitless potential that awaits us in 2017!

Happy Holidays!

Pam