



ACCOUNTABILITY. TRANSPARENCY. SIMPLICITY.

South Central Coast Regional Consortium (SCCRC)

SCCRC Steering Committee Meeting
May 3, 2019 10:00 a.m. – 2:00 p.m.
Pierpont Inn, Ventura

MINUTES

I. Presentation of the new Steering Committee Governance Structure

Attendees: John Cascamo, Felicia Duenas, Robert Cabral, Alan Price, Mary Rees, Harriett Happel, Jerry Buckley, Margaret Lau, Laureano Flores, Holly Nolan-Chavez, Jeffrey Forrest, Deanna Hall, Luann Swanberg, Diane Hollems

Joe Gerda will serve as Interim CIO at COC.

Les Uhazy is Interim CIO at AVC.

Julius Sokenu is Interim CEO and still serving as CIO at Moorpark

Deb Wulff has resigned as CIO at Cuesta

Today is the first meeting under the new SCCRC SWP Governance Structure.

Luann explained about the CEOs desire to create an Executive Council representing each of the 3 sub-regions. The RCs will meet via Zoom with the 3 Executive Council members each month.

II. Budget Parameters document described

19/20 Timeline presented with specific dates for decision-making process

Luann read Adele's update on progress with Sector Profiles (attached to these Minutes)

III. Review of Project Updates

Link to Job Developer & Project Update Reports are at:

<https://drive.google.com/open?id=1HEtbQt4layT57PblynloEoM2g73dWyZN>

Proposed to give the \$100,000 to Key Talent and Project Leads as long as the projects link to colleges and the Vision for Success.

An important point was made that all reports on projects must also list which particular colleges are being served.





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The Steering Committee voted to recommend that the new Economic Development representative be allowed to officially “vote” on recommendations. **The RCs will take this to the CEO group.** For today’s meeting, the Economic Development representative will be allowed to “endorse” recommendations.

Project-by-project – Each project must list which colleges are served, and which high school districts within college service areas are involved, and how the project links to the Vision for Success.

Recommended and seconded that Key Talent and Job Developers continue at \$100,000 (with above caveats). Voted to continue \$800,000 for Key Talent (pulling out the K14 TAP funds at this point), and to continue the \$112,500 per college for Job Developers. All voted in favor and Economic Development “endorsed” support.

Need to be transparent about how projects are being implemented. For the Retreat— build into the agenda to have smaller breakouts with Deans, Key Talent, Deans/Key Talent together—this will help us be more focused in planning.

Suggested that DSNs and faculty really come together to be able to show more unified support of SWP and projects. Jerry suggested that a well-put-together advisory meeting – with faculty, DSNs and the community, could be discussed.

Motion and second to reallocate the 18-19 K14 TAP funds to fund ACUE in 19-20. The cost will be \$75,000 for a cohort of 30 faculty. COC will continue funding another cohort of 30. At COC faculty are earning units toward salary advancement. COC will invoice the fiscal agent for the \$75,000 as part of their 19-20 invoice. Motion carried. The RCs recommend that \$5,000 be added to the above recommendation in order to support the ACUE faculty lead and meetings.

ACUE Discussion: There may be a saturation point, so no need to discuss sustainability. Deanna commented that in conversation with faculty, they feel the course is too rigorous for one semester – begin in Spring until end of following Fall semester which is the way it is currently implemented. Ventura College asked if the course could begin in Summer as their Spring semester begins in January. At present, this is not possible.

TPP: Gina Petersen explained how the requested \$140,000 would be used – \$10,000 per college will be used to replicate a model program. For example, more ECE courses are proposed for dual enrollment, so professional development is needed for new teachers. Training will be created.





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- Santa Barbara City College is not going to have continued involvement in the TPP project fiscally.

Prior Learning Assessment Project: Jerry reported that COC proposes to move the \$90,000 in order to plan and organize in Spring and Summer 2019 and begin in Fall 2019. James Glapa-Grossklag is the lead for the project. **The request is to expend the 17-18 granted funds by December 2019.** Motion made and seconded to complete the 17-18 project with \$90,000 as soon as possible with the contingency that COC outreaches to each Academic Senate, and come back to regional consortium if more time is needed.

Laureano said that AVC already has a prior learning assessment system in place. Margaret added that the new MQ Toolkit has information about this. Suggested to work with the college Academic Senates to advocate.

Motion and second to recommend the \$150,000 to continue the Virtual Lab project. Motion carried.

Luann suggested creating Regional Joint Venture projects where colleges could opt in.

Suggested that funding be kept for the Career Strategist/LinkedIn project. For the Retreat, we need a process map for making these regional decisions.

Summary of Recommendations

Motion and second to fund—motion carried:

- Key Talent at \$900,000
- Job Developers at \$900,000
- Virtual Labs at \$150,000
- ACUE at \$75,000 for the training and an additional \$5,000 to cover the COC faculty lead and meeting.
- Process Improvement: The balance will be a flexible pot of money that will be awarded via an RFP process. The current Projects-in-Common will be generalized, and at the Retreat we will develop the RFP process. An award process is also needed. RFP must reflect: a) we already have the partners' buy-in, and b) the actual cost to implement per college.

Mary, Felicia and Alan offered to look at the Rubric and create a sample RFP. The above recommendations will be taken to the Executive Council.





TO: Chief Instructional Officers
Academic Senate for California Community Colleges
Curriculum Chairs
Curriculum Specialists

FROM: Jackie Escajeda, Dean
Curriculum and Instruction

RE: Curriculum Update

Substantial Changes and Nonsubstantial Changes

Through consultation with California Community Colleges Curriculum Committee (5C) and in support of curriculum streamlining, substantial changes and nonsubstantial changes for all credit programs will be merged and renamed as modified programs. These modified programs will not receive new control numbers nor generate new approval letters.

When submitting a modified credit program, please remove unnecessary course outline of records (CORs) and other documents. If historical documentation is important to retain, please label the documents accordingly. For example, “Original Narrative and date of origin.”

Required attachments for modified Certificates of Achievement (COAs) and local degrees:

- A. Required CORs
- B. Revised Narrative to include:
 - 1. Program Goals and Objectives
 - 2. Catalog Description
 - 3. Program Requirements

Required attachments for modified Associate Degrees for Transfer (ADTs):

- A. Required CORs
- B. Revised Transfer Model Curriculum (TMC)
- C. Articulation Agreement by Major (AAM), CSU Baccalaureate Course List by Department (BCT), and CS GE Certification Course List by Area (GETCC) as required
- D. Revised Narrative to include:
 - 1. Program Goals and Objectives
 - 2. Catalog Description

Modifications to title 5, section 55070: Credit Certificates

In July 2018, the Board of Governors approved modifications to California Code of Regulations, title 5, section 55070, *Credit Certificates*. The purpose of the revision to the unit thresholds for the higher unit Credit Certificates was to align title 5 provisions with federal financial aid eligibility regulations and for lower unit credit certificates was to increase student transcript eligibility. Previously, title 5, required a Certificates of Achievement (COA) to have a sequence of courses consisting of a minimum of 18 semester units (or 27 quarter units), but with the change made in July, a sequence of courses consisting of a minimum of 16 semester units (or 24 quarter units) is now required. For low unit COAs, it has been changed from a sequence of courses with a minimum of 12 semester units (or 18 quarter units) to a minimum 8 semester units (or 12 quarter units).

The timeline for submitting existing COAs that are 16 semester units (or 24 quarter units) to less than 18 semester units (or 27 quarter units) that had not been previously submitted to the Chancellor's Office for chaptering and thus, have no control number will be early next year when the necessary technology changes occur to the Chancellor's Office Curriculum Inventory (COCI). In the meantime, the Chancellor's Office and 5C recommend that colleges start the curriculum process for such COAs, per the regular submission requirements for new COAs.

NOTE: Per the U.S. Department of Education, COAs requires gainful employment for [Financial Aid](#) eligibility.

IGETC and CSU GE-Breadth

The Chancellor's Office has simplified the process for submitting IGETC and CSU-GE Breadth certificates. Colleges will still need to provide a narrative; however, for item three of the narrative, colleges may attach a copy of the CSU-GE Breadth or IGETC transfer requirements from the current college catalog. Colleges will not need to attach any CORs. Lastly, these COAs cannot have "transfer" in the title of the COA; therefore, the college can abbreviate "transfer" in the "Title" field in COCI.

Sample language for the IGETC COA: The student will select courses that fulfill the IGETC certification pattern detailed in the college catalog. IGETC is accepted by all CSU campuses and most UC campuses and majors. It is also accepted by some private/independent or out of state universities

Sample language for the CSU-GE Breadth COA: The student will select courses that fulfill the CSU GE certification pattern detailed in the college catalog. CSU GE is accepted by all CSU campuses and some private/independent or out of state universities. CSU GE is not accepted by the UC system.

Cooperative Work Experience

In March 2018, the Board of Governors approved modifications to California Code of Regulations, title 5, section 55250: Approved Plan Required, section 55251: Requirements of the Plan, and section 55256.5: Work Experience Credit. The purpose of the revision was to transfer authority from the Chancellor's Office to local districts to approve Cooperative Work Experience (CWE) plans and courses to better respond to emerging community and workforce needs. Additionally, the proposed amendments would allow the awarding of units in .5 increments.

The modifications to CWE support curriculum streamlining and allow the colleges an opportunity to develop CWE courses that respond quickly to emerging community needs, including those workforce needs as stated in the Taskforce on Workforce, Job Creation and a Strong Economy. Thus, colleges are no longer required to submit their CTE plans to the Chancellor's Office, but should submit them to their district; and colleges can now award units in .5 increments for CWE courses.

Apprenticeship

When submitting an Apprenticeship course or program, please remember the following:

- A. Attached the California Division of Apprenticeship Standards (DAS) approval letter (DAS24) signed by the DAS designee, which must include the following information:
 1. Apprenticeship Title
 2. File Number
 3. Program Sponsor or Employer
- B. Prerequisite for the course should read, "Student is a registered State indentured apprentice."
- C. Courses must be part of a program approved by DAS
- D. Course must have prerequisite open ONLY to registered apprentice

Revision Requests from the Chancellor's Office

For continued improvement on curriculum streamlining, it is important that curriculum proposals move through the various stages of review and approval. Proposals that have been assigned Revision status need to be resubmitted or removed from COCI in a timely manner. Likewise, once a proposal has been approved, the college is responsible for changing the status to Active when appropriate, but no later than the Effective Date.

To check the status of a proposal, login to COCI and go to the "All Courses" or the "All Programs" tabs and select Revision or Approved from the Proposal Status dropdown. Information may be sorted by the last updated column to view changes since your last login.

Approval Letters

The Chancellor's Office recommends colleges to save their approval letters generated from COCI

in the college's local filing system since approval letters are critical documentation required by the US Department of Education for financial aid purposes.

Point of Contact for the Colleges

The Chancellor's Office has staff assigned a curriculum point of contact to colleges to provide technical support, and consistent curriculum reviews and communication. If you would like to receive information regarding curriculum matters and COCI updates, you are welcome to join the [Curricassist listserv](#).

As a reminder, submit curriculum throughout the year as often as possible to avoid delays in the curriculum approval process. For any questions regarding this memo, please contact your curriculum point of contact at the Chancellor's Office.

cc: Alice Perez, Vice Chancellor of Academic Affairs, Chancellor's Office
Virginia Guleff, Vice President of Instruction, Butte College and Co-chair of 5C
Ginni May, Treasure of ASCCC and Co-chair of 5C
Bryan Dickason, Specialist, Student Services & Special Programs, Chancellor's Office
Ruby Nieto, Specialist, Student Services & Special Programs, Chancellor's Office

SCCRC REGIONAL PROJECTS - SWP ROUND 1, 2, 3 ALLOCATIONS

Guidance Memo 9/11/17	16/17 ROUND 1	17/18 ROUND 2	18/19 ROUND 3	REQUESTED	19/20 ROUND 4	Funds Available
Projects-in-Common (Recommended from Chancellor's Office-Guidance						
Curriculum Streamlining (REALLOCATED to Center of Excellence Support	\$63,413					
Marketing, Outreach and Career Education Support	\$169,102	\$175,000	\$158,324	\$0		\$158,324
New World of Work /LinkedIn - Career Strategist Digital Badge	\$80,000	\$80,000	\$80,000	\$80,000		
Get Focused Stay Focused (Held at Fiscal Agent until K14 TAP Hired	\$46,826	\$54,124	\$54,124			\$54,124
Teacher Prep Pipeline (TPP)	\$63,413	\$100,000		\$140,000		
Association of College and University			\$72,000	\$80,000		
TOTAL PROJECTS IN COMMON	\$359,341	\$409,124	\$364,448			
Job Developers (1 @ ea college 112,500 each)	\$900,000.00	\$900,000.00	\$900,000.00		\$900,000	
Key Talent Project funding (DSNs, K14 TAP, COE TAP)						
Advanced Manufacturing	\$100,000	\$100,000	\$100,000	\$100,000		
Ag Water and Environmental Technology	\$100,000	\$100,000	\$100,000	\$100,000		
Business and Entrepreneurship	\$100,000	\$100,000	\$100,000	\$100,000		
Energy, Construction and Utilities			\$100,000	\$100,000		
Global Trade	\$100,000	\$100,000	\$100,000	\$100,000		
Health	\$100,000	\$100,000	\$100,000	\$100,000		
Information Communication Technology/Digital Media	\$100,000	\$100,000	\$100,000	\$100,000		
K14 Technical Assistance Provider (TAP) (18/19 Funding Held at SBCC)	\$100,000	\$100,000	\$100,000	\$100,000		\$20,000
Center of Excellence (TAP)			\$100,000	\$100,000		
TOTAL (\$100,000 each for project work)	\$700,000	\$700,000	\$900,000	\$900,000	\$900,000	
Other approved regional projects						
Virtual Lab/Cybersecurity	\$60,000	\$300,000	\$300,000	\$150,000	\$150,000	
Zero Net Energy Collaborative		\$23,750		\$0		
Prior Learning Assessment		\$90,000		\$0		
<i>NEW Regional Access to LinkedLearning for all CE Students</i>				\$140,000		
						\$232,448
District Allocations (Base and Incentive Funding totals)	\$1,933,417	\$2,953,494	\$3,201,541	\$3,201,541		
South Central Coast Region	\$4,227,548	\$4,624,959	\$4,696,063			
Regional Incentive Funding	\$0	\$1,038,251	\$1,268,136			
	\$4,227,548	\$5,663,210	\$5,964,199			



**SCCRC Dean's Meeting &
 SCCRC SWP Steering Committee Meeting**
Friday, May 3, 2019
Check-in Sheet

	Name	9 AM Dean's Mtg	10 AM Steering Mtg	Job Title	Agency Name	Email
1	Cabral, Robert	X	X	Interim Dean, CTE	Oxnard College	rcabral@vccd.edu
2	Buckley, Jerry	X		CIO, Ass't Superint/VP Instruction	College of the Canyons	jerry.buckley@canyons.edu
3	Cascamo, John	X	X	Dean CTE	Cuesta College	john_cascamo@cuesta.edu
4	Duenas, Felicia	X	X	Dean, WED/Career Ed	Ventura College	fduenas@vccd.edu
5	Flores, Laureano	X	X	Dean, CTE	Antelope Valley College	laflores@avc.edu
6	Forrest, Jeffrey		X	Vice President, Economic Development	College of the Canyons	jeffrey.forrest@canyons.edu
7	Hall, Deanna		X	Faculty Co-Chair, Child Dev	Ventura College	dhall@vccd.edu
8	Happel, Harriet	X	X	Dean, CTE	College of the Canyons	harriet.happel@canyons.edu
9	Hollems, Diane	X	X	Co-Chair (non-voting)	SCCRC	diane.hollems@gmail.com
10	Lake, Amanda	X	X	Coordinator	SCCRC	amanda.j58@gmail.com
11	Lau, Margaret	X	X	Dean, Academic Affairs	Allan Hancock College	margaret.lau@hancockcollege.edu
12	Newcomb, Debbie	X		Dean, Workforce and Econ Dev	Ventura College	dnewcomb@vccd.edu
13	Nolan-Chavez, Holly	X	X	DSN Ag, Water, Env Tech	Hancock College	hchavez@hancockcollege.edu
14	Price, Alan	X	X	Dean	SBCC	aprice3@pipeline.sbcc.edu
15	Rees, Mary	X	X	Dean	Moorpark College	mrees@vccd.edu
16	Swanberg, Luann	X	X	Director, Chair	SCCRC	lrswanberg@pipeline.sbcc.edu