

**CALIFORNIA COMMUNITY COLLEGES  
CHIEF INSTRUCTIONAL OFFICERS  
EXECUTIVE BOARD MEETING**

**January 16, 2008  
9:00am – 4:00pm  
Executive Conference Room – 3<sup>rd</sup> Floor  
Chancellor's Office  
1102 Q Street  
Sacramento, CA 95814-6511  
(916)445-8762**

**Present: Pam Eddinger, Lori Gaskin, Dave Bolt, Sue Lorimer, Leige Henderson, Melinda Nash, Linda Berry**

**Teleconference: Randy Lawson, Lynda Lee, Barry Russell, Jim ..., Wheeler North**

1. Call to Order (*Gaskin*)
2. Agenda Modifications (*Gaskin*)
3. Consent Agenda
  - a. Approval of October 31, 2007 minutes (*Berry*)
  - b. Treasurer's Report (*Bolt*)
    - 80k to money market
    - membership value estimated
    - expenditure: mostly conference
    - 06 taxes filed
  - c. Curriculum Committee Report: Berta C.
    - Model COR,
    - T5 changesCurriculum Institute in July: proposed breakouts might include academic master planning, enrollment management strategies – possible CIO involvement. July 10-12, Redwood City, South SF. Registration open now.
4. President's Report
  - a. Board of Governors' Meeting on January 14, 2008 (*Gaskin*) – met Monday and Tuesday. Non confirmation of Kay Albani because of SB 160. revolving nature of governor's appointees.
  - b. Consultation Council – January 17, 2008 (*Gaskin*) – agenda: 08-09 budget, and budget workgroup. Cossos did testify re. cuts in categorical programs. SB361 regs clearly defining educational centers.- 1000 ftes to qualify for funding. Assessment: acted on report of Assessment Taskforce, and BOG asked Task force to continue work to 1) spearhead recommendations and 2) look at the big picture, not just assessment but all aspects of student success. Digest for Consultation Council re holding to MQs and single course equivalency – is there a middle ground (Mark and Lori) – many faculty believe in MQs and not deviating. Strategic Plan update tomorrow and Title 5 revisions.
  - c. 2008-09 Budget Workgroup (*Gaskin*)- how to handle mid-year reduction, and then proposed reduction for 08-09.
  - d. Update on single course equivalency (*Gaskin*)

- e. Conferences
    - ✓ Fall conference finances (*Bolt*)- financial benefit, and over 100 participants. Close book on Fall conference.
    - ✓ Fall conference evaluations (*Gaskin*) – look at handout. Some new CIOs heard about training and are interested.
    - ✓ CCLC (*Gaskin*) – letter from Cindra
    - ✓ Spring conference (*Eddinger*)- Carole and Linda M as speakers. Sen Scott, Constance Carrol, Gary Pavella – civility on campus and classroom. Mary Dowd on legal issues. Assessment; textbook issue; title 5 – shape of transfer degrees and philosophy – moving from non-compliant to compliant.
    - ✓ Skyline, Mt. Sac., Crafton, Cosumnes, - presentation on B.S. piece. Reg is open.
  - f. SLO links on our website (*Gaskin*): can we spearhead SLO efforts on our website as a centralized repository?
  - g. PAL program: new CIO at Sierra – Rachel Rosenthal.
  - h. Other
5. Members' Reports
- a. ASCCC Curriculum Committee (*Cuaron*)
    - Curriculum Institute: July 10-12; register early. 100 only participants [5 from each college only].
  - b. SACC Update (*Lawson*) System Advisory Council on Curriculum.
    - 2 meetings and 2day retreat; Nov 30. Review of Part 2 of Title 5 revisions....going to Consultation tomorrow. Input to Guidelines for Part 1. discussion of early submissions of non-compliant degrees to compliant degrees. Email from Carole in Dec – high points of Part 1. example of GE non-compliant degree to compliant. Communicate sense of what will be acceptable and good prac re. degrees.
    - Jan 3-4: retreat. Part 2 of Title 5. Non credit repetition subcommittee to begin meeting Feb 20. Chaired by Michelle Pilate and John Spevak as Asst Chair. Providing training for Title 5 changes and other areas re curriculum. Lot of work done on handbook, but dependent on approval of changes. SACC: T5 revisions; non-credit rep; Handbook.
    - Phase 2 T 5 changes: everyone must read. No def in c of competency and cert of completion. Need more assistance from field. Timelines and transparency are concerns.
    - Wheeler – all part 2 stuff is in Consultation – sent out Fri night. And Lori sent to us.
    - Lori: highlights of Part 2. **Ws:** Max total # for students in 1 course. 4 max for apportionment. Dist can make more restrictive, and may allow more repeats (petition or other process) – but not for apportion. Students will not receive W for withdrawals due to natural disasters. **Repetitions:** past precedent and practice thru system office. Reasons now categorized and clearer. Clarifies repetition to alleviate substandard work – once a passing grade is attained, the student cannot remediate that. Student can have total of 3 times for grades. BRN wants only 2 repeats of Nursing classes for safety issues. District MAY allow previous grade and credit to be disallowed in calculation of GPA, but still retained on transcript.

Course repetition due to lack of recency: Institution can require recency – allowable to permit repetition for satisfactory grade but significant lapse of time. But recency requirement must be in place by local institution or another partner institution.

Courses appropriate for AA degree: English comp or Reading courses not more than 1 level below transfer. **Courses that are 2 levels below transfer level are now basic skills courses.** Waivers for ESL or LD. Limit of 30 units of BS classes – in Ed Code.

Petition for non-credit course counting as credit course for degree: replace with credit by exam. Section will become inoperative except for cred by exam.

Changes in non credit adult high school diploma program.

Repetition limits for non credit.. Charge: chancellor will report on state apportionment for multiple repetitions. Broad based committee, included some from LAO – intent of BOG to adopt limitations by Jan 31, 2010.

c. Other

6. Update from Erik Skinner: **10:00am – 10:30am**

Overview of Gov budget – 14.5 billion shortfall: 3.3 07-08, and 11.2 08-09. state of fiscal emergency (Prop 58)- legis must convene special session to consider proposals – have 45 days to send recommendation forward. Hearings this week are overview hearings – legislators can make public statements re budget. Feb 24 is final day of session.

Current year: reduction of 40 million in general purpose apportionments for CCs. Painless cut in current year. 360 million in reductions for K-12.

Budget year: suspension of Prop 98 proposed. Concern from education coalitions – CTA will fight. 483 million reduction from what budget would have been – 07-08 budget and applied statutory growth etc to calculate reduction. 0 COLA; 1% enrollment growth rather than 3%....over 52,000 students not served; across board reductions to categoricals. Taking below 07-08 budget.

No fee increases for students. Elimination of all new competitive CalGrant awards because of changes in Pell grants from Feds.

Proposal to change COLA calculation.

Skinner recommends: do not pull back on course offerings....it takes too long to recover and creates hardship for students and economy (trained workers). Be measured and thoughtful.

Proposed budget is not final budget. Flat lining the budget affects our ability to serve students because of rising costs and increased demand.

7. Update from Mark Wade Lieu, ASCCC: **11:00 – 11:45am**

**3 Grant projects: 1. Student Success Initiative (B.S.)**

- Not enough attention to issues of student equity, and diversity in steering committee.
- Look at student equity plans and tie in with basic skills elements – encourage to take more seriously. Showing linkages may bring things together.
- New phase and membership of B.S. Committee – Leige, Pam D, Alice Murillo
- Development of regional groups to implement action plans – part 3.
- Accountability in accessing efforts – outcome measures.

**2. Statewide career pathways grant**

- artic v. HS and CCs. Artic templates for artic around the state. New Perkins authorization – grant funding through 2014.
3. **Course Identifier Project (CID)** – replacement for CAN, but extends beyond transfer courses. Analysis of comparability of courses for Assessment Task Force. Kate Clark is director of this project.
  4. **Hewlett Foundation symposium on community colleges.** System office people – external discussion and view re. Outside perception of CC’s effectiveness. Hewlett has varied interests- basic skills etc. Funds Nancy Shulock. Single assessment instrument recommended. Focusing only on assessment perhaps not best – message re preparing for higher education in general. If not prepared for CSU, then not prepared for CC and will need some remediation.
  5. Basic Skills Resource Center – Bob Gabriner – concept that we can create something bigger to address basic skills. 2 concepts: intensive Summer Institute similar to Kellogg Institute. Create a Resource Center to bring professional development to faculty.
  6. 50% law discussion (ACCA) – meeting in December with Arnold Bray about getting rid of 50% law.
  7. APG meets soon. Assessment Task Force will continue with financial support of BOG or System Office.
8. Update from Carole Bogue-Feinour: **1:00 – 2:00pm**  
**TITLE 5 PART 2: This is the version going to Consultation Council tomorrow.**  
 Carole will walk them through....withdrawals, course repetition, etc.  
 Field has seen these docs....in this version > distance ed – apportionment per contact hours instead of by units. Now permits this practice – language catching up with practice.  
 Section on co-op .... Can take up to 16 units.  
 10 categories of non-credit courses for funding.  
 Can orientation be made mandatory? Carole thinks no prohibition of making assessment/orientation mandatory. Read section on Matric....and note exemptions.  
 Should we insist on assessing students who intend to take courses that will require reading/writing/math skills.  
 Communications Plan: Hewlett Foundation grant. Plan for ESL and Basic Skills > more statewide presence. Part of plan will be to enable colleges to get the word out.....such as templates for uniform messages.  
 Statewide Permanent Professional Development Center for developmental ed: 3 2-day meetings. Describes 3 models (see handout). To launch a permanent center, we need an ongoing budget and basic funding. Survey will inform discussion in 2 day meeting.  
 B5: Strategies for teaching and learning effectiveness (handout). Part of Strategic Plan of state. Convene a group to address these 2 Goals: learning outcomes best practices; innovative practices, particularly in distance ed. Action Plan group never convened, but to include CIO group. Many effective practices in the review of literature [poppy book]. Carole says let the CIO group and SCCAC address these 2 goals. **Collection of best practices in assessment of learning outcomes and student learning; assessment of best practices for effective learning, including good distance learning models.**  
 Leige: need to confirm that we need resources. Should articulate that it needs to be data driven.
9. ACCE Update (*Lee*)
  10. CCAOE Update (*Smith*) – Molly not present.
  11. Joanne Vorhies – system office – articulation and Troops to College: goal > enroll more returning troops, veterans, and active troops. Want to see Veterans Counselor, etc.

**NEXT CIO EXECUTIVE BOARD MEETING IS MARCH 26, 2008**

**9:00 AM-11:45 AM, Holiday Inn on the Bay, San Diego**