

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

**Wednesday, May 20, 2009
9:30 a.m. to 4 p.m.
Executive Conference Room, 3rd Floor, CCCCCO
1102 Q Street, Sacramento, CA 95814-6511
(916) 445-8762**

Present: Melinda Nish, Nabil Abu-Ghazaleh, Alma Johnson-Hawkins; Meredith Randall, Renee Kilmer, Lori Gaskin, Randy Lawson, Irene Malmgren; Dave Fishbaugh

CCC Confer: Linda Berry, Dave Bolt, Kim Shenk; Lynda Lee

1. Call to Order at 9:35 by Lori Gaskin.
2. Agenda Modifications were: 7B, Transfer Task Force – Randy; Time certain for Academic Senate at 1:00; under #5 share how colleges are addressing budget crisis.
3. Consent Agenda
 - a. Minutes of March 31, 2009 Meeting were approved by consensus.
 - b. Treasurer’s Report– Dave Bolt reported he rolled over the \$100,000 into another CD for 6 months only. The CIOs are in good shape financially. Paid memberships for this year are 101.
4. President – *Lori Gaskin*
 - a. AB 440 – Transfer Degree AB 440: Most colleges have approved transfer AA Liberal Arts degree, published in their catalogs. This action ensured in last 2 years that colleges were complying with Title 5. The State Senate has an unwavering commitment to 18 unit major with an emphasis. AB 440 would enact College Success Act and award AA degree to students who lack evidence that they have pursued a course of study. This would disproportionately affect underrepresented students. State Academic Senate is very concerned about this; it seems that the goal is to increase the number of degrees awarded by community colleges.
 - b. Assessment APG [Action Planning Group] Lori sent out preliminary recommendations: Streamline how we create prerequisites by getting rid of research and focus on content. Institute statewide prerequisites. Increase Matriculation funding to reduce student/counselor ratio. Change the 50% law. Lori received feedback that was supportive of these recommendations. There is concern regarding statewide prerequisites and the disparate impact on some colleges.

Lori believes the following will go to Consultation: Support the statewide project to develop statewide prerequisites using content review for the model district policy on prerequisites. There will be an additional recommendation to create

repository at state level of assessment instruments and to standardized ESL assessment to be unveiled in Fall 2009.

- c. July Organizational Meeting - This meeting will be held on the morning of July 15, before the executive board meeting. Dave Bolt is termed out; Linda Berry will hold an election and may be replaced. New members will be oriented prior to the general meeting. Terms are for 2 years.
 - d. President Elect - Renee will assume role of President in July. Melinda Nish nominated as President Elect and confirmed.
 - e. Consultation Council Report – there is concern about ACCJC and its negative approach to accreditation. There is deliberation over what role the Consultation Council and Board of Governors could play in this. At tomorrow’s Consultation Council meeting, there is time to discuss this issue and how to communicate concern to BOG. Renee will represent the CCCCIO. Nationally, commissions do not report to local bodies but instead to Washington, and accountability is an ongoing concern there.
 - f. Each Fall BOG is presented with a declaration regarding the faculty obligation number (FON). At this point it is questioned of this is in best interest of institutions to follow that goal. BOG asked for a study session in July on FON.
 - g. Concurrent Enrollment Task Force: There are two Legislative bills intended to enhance our ability to offer concurrent enrollment classes through relaxing some of the restraints concurrently in place. Culture of college-going students can be infused in state through concurrent enrollment.
5. Regional Updates – (*Regional Chairs*)
- a. Melinda: Title 5 questions
 - b. Colleges’ strategies regarding budget reduction:
 - 1. Cuts should be disproportionate – not across all disciplines. Make impact equal for students, not departments (eg. Programs that meet the same IGETC transfer requirements may need to cut more).
 - 2. Must be decisive, not timid.
 - 3. Must maintain baseline programs and services.
 - 3. PE is being scrutinized by the state with proposal that it be funded at the non-credit rate.
 - 4. Art courses such as jewelry making may be in jeopardy.
 - 5. 2003 process at Santa Monica: difficult process to discontinue programs.
 - 6. Reduction in part-time faculty.
 - 7. Cut consultants.
 - 8. Run smaller intersessions.
 - 9. Manager furloughs.
 - 10. Reduction in class schedule.

11. Non-credit is being reduced 75% at some colleges.

6. Conference Reports

- a. 2009 Spring Joint Conference Evaluation– Renee Kilmer reported that the Spring Conference a success. Net balance of about \$7-8,000 to be shared with the CSSO group.
- Fall 2009: Oct 21-23 at Dana on Mission Bay in San Diego
Ideas for topics: 1) addressing equity gaps through special initiatives – Equity Scorecard by Rosa Perez; 2) Reintroduce notion of minimum qualifications by State Senate; 3) Deconstruct the FON; 4) new federal regulations on multi-ethnic determinations – hiring practices and composition of student bodies; 4) concurrent enrollment; 5) best practices for CIOs session – jigsaw setup with participants able to go to a table of interest. Look at Listserv for topics that generate the most interest.
- 2009 CCLC Conference, November 19-21, 2009, Hyatt Regency, SFO “Turning Challenges into Opportunities” - The group decided on the following topics for presentations: Basic Skills Initiative and Administrative Succession.
- 2010 Spring Conference, March 17 – 19, 2010, Hilton Inn Financial District, San Francisco – This will be a joint conference with CCCAOE

7. Member’s Reports and Issues

- a. Update on SACC Activities - Randy Lawson reported at the last meeting, members were updated on Senate Resolutions. There were concerns over the Chancellor’s Office adoption of Curricunet. They discussed a strategy for Stand Alone courses and are awaiting data from Chancellor’s Office. SACC has a website under Academic Affairs, and meeting notes are posted. There needs to be some clarification regarding the Ethnic Studies AA requirement. All of the resolutions regarding prerequisites were adopted.
- b. Transfer Task Force: There is intent to redo system wide transfer agreements with UC and CSU. This is a major priority. There have been two meetings: one in Oakland and one at LAX. Patrick Perry presented on Student Success. There was a rousing discussion on LDTP [lower division transfer pattern]. CC transfers to UC increased by about 3,000. By accepting students with TAG agreement, they might not accept other CCC transfer students. Number of students at UC not ready for college-level composition is quite high.
- c. Financial Aid funding: Try to educate students about financial aid available to them throughout their college career. One goal: keep pipeline open for underrepresented students.

8. Academic Senate Report

- a. Mark Wade Leiu reported that the State Academic Senate is relocating to Capitol Mall. New Executives: Jane Patton as President; Michelle Pilati as Vice President; Wheeler North as Secretary; Beth Smith as Treasurer.
- b. **Events:** Faculty Leadership Institute June 18-19; Curriculum Institute in Anaheim July 9-11; Basic Skills Coordinator Workshop in Newport Beach September 17-18.

- c. AB 440 – Jane Patton reviewed the Transfer Degree issues in this Bill. It is a product of the Campaign for College Opportunity (CCO). This group is concerned about transfer students at community colleges who transfer without an AA/AS and then drop out of university without having completed a degree. The Senate has been meeting with CCO; an area of disconnect is that the bill means when students meets the minimum requirements for transfer, they are awarded a degree. Academic Senate wants remaining units outside IGETC to be in an area of emphasis. CCO believes there are too many local requirements, and that students would have gotten the associate degree if not for the local requirements. Stephanie Low completed a spreadsheet on the local requirements, and this is not true. Perception is that there are too many barriers for students to complete associate degree prior to transfer.

Standard IIA.4 of accreditation standards requires that degrees are awarded for a focused program of study. Also, a random compilation of courses does not lend itself to assessing learning outcomes. Students will not have depth of knowledge either for university or workplace if they do not have a focused program of study. Bill has left Assembly and is headed to Senate. The Senate is concerned with calling it a “transfer degree.”

The colleges have already done the work on “Areas of Emphasis” for degrees, and many of them are flexible and broad. Local requirements such as Information Competency are easily defensible. The Academic Senate representatives are teaching the author about the problems with the bill. The issues that are of concern to the member are 1) there is an accreditation requirement that degrees have a focus; 2) transfer is a behavior, not a focus; 3) the college just removed transfer degrees from the curriculum. The students will not be prepared for any major with a “transfer degree”.

At some colleges, there are students who have achieved an associate degree but not petitioned for it. An automated degree audit and award is recommended.

- 9. Chancellor’s Office Report – Carole Bogue Feinour
 - a. Noncredit repetition: Carole distributed the draft 2009 report on the Study of Noncredit Repetition and Multiple Enrollments in the Same Courses During the Same Term. It will go to the BOG by the end of May. Noncredit generated a small percentage (5.6%) of the overall apportionment. Only 1/3 of the noncredit students had multiple reenrollments. Most are not repeats, but are promoting further learning. There is a recommendation it to establish no statewide limitations on reenrollment, but ask each college to develop local procedures, assuring these procedures do not block access and do promote student progress.
 - b. CTE Report: She distributed a page from the CTE Report showing the numbers of certificates by type in Instructional Domain for Fiscal Year 2008-009. There

are 359 in the areas of ESL/VSEL, Basic Skills, Workforce Preparation, Short-term Vocational Program.

- c. PE Classes: She distributed pages 34 and 35 from the LAO 2009-2010 Budget Analysis Report showing where PE and other self enrichment courses would be funded at the noncredit level but maintain their credit status! Carole is looking for the best ways to implement this and asked for thoughts. First, she wants to exempt courses if they are part of the transfer and career/technical programs or general education patterns. Next, she wants to use student categories to differentiate. She reminded the group that this document was only the January budget, and that the May Revise is coming out soon. She also stated that the CCCCO would fight all of these reductions.
 - d. TBA: She will send out a white paper on hours to be arranged. The faculty obligation will be to notify the students in the syllabus and on first day of class where the lab is located, when it is available, and what the student hour requirement will be. Further, the obligation will be to tract the hours through the course.
 - e. Update on SACC Activities: The relationship Issues between the project director and the academic senate are being resolved. The concerns over CCCCO adoption of Curricunet are being addressed by the Senate. They are beginning to talk about a strategy for the sun setting of the single course approval. The SACC website is on the CCCCO.org website at the Academic Affairs page. Meeting summaries are posted there.
 - f. Transfer task force: This group is meeting to renew the system wide transfer agreements with UC and CSU in an effort to keep the pipeline open, particularly for underrepresented populations. The last transfer agreement with CSU was 1997. This renewal is a major priority for the UC president. Even though at UC there is a reduction in the incoming frosh, there is an increase in the number of transfer students. Patrick Perry did a presentation on Student Success. There was a discussion of LDTP, and there was a sense that this was not working. There was also a discussion about a new version of ASSIST. The current version only runs on windows 2000 and the software has not been updated in years. CC transfers to UC are expected to increase. They are looking for consistency in TAG agreements across the state. There was also a discussion about the three systems working together to prepare students in high schools. Financial aid was another discussion topic wanting to give students an idea of their aid for the entire college time. Online Instruction came up in a positive way at the meeting. Randy, Morgan Lyn, and Michelle Pilates represent the community colleges. UC law school dean is chairing the committee.
10. Liaison Reports
- a. ACCE – Lynda Lee reported there are elections for new officers currently. There will be a new noncredit council leader. All are concerned with budget cuts. There will be a summer drive in conference and a full conference in the spring.
 - b. CCCAOE – Kim Schenk reported the date for the fall conference has been changed to October 28 through 30, at the Long Beach Renaissance. Their Legislative Advocacy Committee has been participating with a broad based group in weekly phone conferences regarding the budget and advocacy strategies.

CCCAOE/CTE representatives visited legislators in Washington in February and in Sacramento in March. Monitoring several pieces of legislation and have taken positions on a few. They have formed a partnership with the California Workforce Association and the BACCC with funding by the CCCCCO for in order collaborate on potential Economic Stimulus package opportunities that will leverage the scale of CTE programs to respond to the current economic crisis. New officers are President: Hazel Hill; Secretary: Marilyn Behringer; San Francisco Bay VP: Tim Woods; Central VP: John Means; South Central: Karen Dubois; LA-Orange VP: Lynn Shaw.

The meeting adjourned at 3:30.

The next meeting will be on July 15 in the Executive Conference Room on the 3rd floor of the Chancellor's Office building