

**Rancho Santiago AB 86 Consortium  
 Joint CTE Planning Meeting  
 May 15, 2015  
 12:00pm-2:00 pm**

**Orange Education Center  
 1465 N. Batavia Street  
 Orange, CA 92867**

**Present:** Mariella Baldo, Lori Fasbinder, Chrissy Gascon, Paula Kusenda, Nilo Lipiz, June Maggaro, Dena Montiel, Kim Matthews, Danny Peraza, Patty Siguenza, Mary Lou Vachet

Agenda Item	Discussion	Action Items/Follow-Up
<b>Welcome and introductions</b>	<ul style="list-style-type: none"> <li>• Everyone introduced themselves and welcomed new members: <b>Dena Montiel</b> and <b>Danny Peraza</b></li> <li>• It was announced that <b>Estela Cuellar</b> will be out on maternity leave until August. <b>James Truong</b> will help during her leave.</li> </ul>	None
<b>Approval of Minutes</b>	<ul style="list-style-type: none"> <li>• All approved</li> </ul>	
<b>Discussion of proposed articulations:</b> <ul style="list-style-type: none"> <li>• <b>SAC-SCE VBUS 124</b></li> <li>• <b>SAC BA 110A &amp; 115A</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Mariella</b> and <b>Dena</b> discussed keyboarding classes offered (noncredit VBUS 124, credit BA 110A, 110B, 115A, 115B) and which classes would be best to articulate. <b>Dena</b> suggested articulating all four classes, but noted that students must meet minimum quals set by department. <b>Kimberly</b> noted that because 110B and 115B have pre-requisites, they cannot be articulated.</li> <li>• <b>Kimberly</b> explained that one articulation agreement can be written to articulate VBUS 124 with BA 110A or 115A. For example, if the student completes VBUS 124 with 15 wpm, they can receive credit for BA 110A. If the student completes VBUS 124 with 30wpm, they can receive credit for BA 115A. The student can only receive one credit – BA 110A <u>OR</u> 115A.</li> <li>• <b>Danny</b> explained that when doing credit by exam, the student must pay the cost of the course. If the student passes, the</li> </ul>	<b>Kimberly</b> will send the CTE workgroup an example from the auto department that has a _____ OR _____ articulation agreement.

	<p>course is registered on the transcripts as “credit by exam”. Articulation agreements do not have fees, but are also registered on the transcripts as “credit by exam”.</p>	
<p><b>Discussion of proposed articulations:</b></p> <ul style="list-style-type: none"> <li>• <b>SCC-DCE VBUS 121</b></li> <li>• <b>SCC CIS 101</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Danny</b> explained how articulation agreements work at SCC. They use HS as the model. They start with a course outline and ask instructors for feedback (textbooks, exams, outlines, and syllabus). Agreements go to the CTE division dean first, then the department chairs, and then to the instructors. The Title V Grant states that articulation must be instructor to instructor. Only in some instances can/must be the department chair.</li> <li>• <b>Kimberly</b> agreed that it is very important that instructors are present and educated on the articulation agreements.</li> </ul>	
<p><b>Discussion of proposed articulations:</b></p> <ul style="list-style-type: none"> <li>• <b>OCDE CTE-p Technology for Business</b></li> <li>• <b>SCC CIS 101</b></li> <li>• <b>SAC BA 179</b></li> </ul>	<ul style="list-style-type: none"> <li>• SAUSD students are allowed credit by exam for BA 115. <b>Dena</b> is not sure about BA 110A/B.</li> <li>• <b>June</b> explained that they do not have a keyboarding class in their Technology Certificate for Business.</li> <li>• <b>June</b> explained that students taking the Technology Certificate for Business also take and pass all 4 Microsoft Office Systems Exam (MOS) exams.</li> <li>• <b>Dena</b> explained to <b>June</b> that SAUSD could possibly receive articulation agreements for BA 179 or BA 180 if the 4 MOS exams were passed.</li> <li>• <b>Lori</b> noted that students should be able to articulate these same courses at SCC if they pass the 4 MOS exams.</li> </ul>	<p><b>Dena</b> and <b>June</b> look into possible articulation agreement between CTE-p Technology Certificate for Business and BA 179 / BA 180</p>
<p><b>Draft of articulation forms</b></p>	<ul style="list-style-type: none"> <li>• Small group discussions were held to talk about drafting articulation agreements.</li> <li>• SAC Group = <b>Dena, Mariella</b> and <b>Kimberly</b></li> <li>• SCC Group = <b>Danny</b> and <b>Lori</b></li> </ul>	
<p><b>Other</b></p>	<ul style="list-style-type: none"> <li>• <b>June</b> asked what the benefits were for taking noncredit HS diploma</li> <li>• <b>Patti</b> explained about AB540 and how it works differently for each student. Counseling helps students individually. To be</li> </ul>	<p>Explore residency requirements and guidelines for how many articulated classes a student can use toward a credit certificate.</p>

	<p>able to pay resident tuition fees, students must complete 3 years of noncredit and receive a HS diploma.</p> <ul style="list-style-type: none"> <li>• <b>Danny</b> asked how noncredit students are given grades. Students are given a pass/no pass. To receive a pass or “com”, you must meet the minimum quals for that class which usually are a “C” or better.</li> <li>• <b>Dena</b> asked: How many courses can a student articulate? Are there any stipulations to how many credits by articulation a student can receive?</li> <li>• <b>Dena</b> called <b>Christine</b> at SAC and <b>Kimberly</b> checked the guidelines in the SAC Course Catalog. The answer that they came up with is that there must be *12 residency units completed at Santa Ana College. (At least 6 of the units must be in courses required for the certificate.) *See page 29 of the 2014/2015 SAC Course Catalog.</li> </ul>	
<b>What’s Next</b>	<ul style="list-style-type: none"> <li>• Schedule a meeting in the beginning of September.</li> <li>• Find out if anyone has availability to continue work during the summer.</li> </ul>	<p>Action Items:</p> <ul style="list-style-type: none"> <li>• <b>James Truong</b> reach out to Andy Salcido</li> <li>• <b>Mariella</b> reach out to <b>Kimberly</b> and <b>Dena</b></li> <li>• <b>Mariella</b> work on keyboarding class (VBUS 124) and resend to <b>Dena</b></li> </ul>
<b>Next Meeting</b>	<b>TBD</b>	
<b>Meeting adjourned at 2:00</b>		