

Joint Partnership Work Group

Monday 7/11/22

Zoom

12:30 to 2:30

Past meeting highlights:

[6/6](#), [5/9](#), [4/11/22](#), [3/14/22](#), [2/14/22](#), [1/10/22](#), [12/13/21](#), [11/8/21](#), [9/13/21](#), [8/9/21](#)

Workgroup Materials:

[CCAP Process Mapping Document](#)
[Workgroup Activities List \(Feb 2022\)](#)
[SDUSD's Pathways by School](#)
[Languages by school](#)

Data & Reporting:

(not for public distribution)

[Enrolled Early College Credit Report Update \(Fall 2021\)](#) - CCAP, ACP, & Concurrent Enrollment
[CCAP data for principals](#) - site specific meetings
[2016-2021 Full Comprehensive Report](#)
[2016-2021 Summary](#)
[2016 - 2021 Access Dashboard](#)
[2016 -2021 Outcomes Dashboard](#)

AGENDA

Summer CCAP

Fall CCAP

- Textbooks
- Commit Deadlines/Schedule
- Rosters
- Unstaffed Sections

Late Additions to Courses

- Process Insight - Reviewed faculty permission by College:
 - Mesa – School site contacts admissions; admissions reaches out to faculty member with Linda cc'd, fast turnaround time
 - City – high school liaison emails Alissa and Genevieve together and includes Lana; they reach out to chair and faculty and include the CCAP faculty coordinator, often liaisons go first to the faculty so people are usually aware; fast turnaround time
 - Miramar – student or liaison initiates request; Alissa and others are included (program email used on Miramar's end); connect to instructor directly
- Timing reminders and notes and action items from May 2022 meeting:

- **Clarified Process/Timing (May 2022):**
 - School sites may add new students to a CCAP class without faculty permission by Thursday of the first week of the course
 - Any school site entries after Thursday will need to receive permission from the faculty
- **Action Items from May 2022 meeting:**
 - SDUSD to update parent/student and counselor guidance
 - Update materials
 - School sites to be informed that they have until midnight on Thursday to add students into PowerSchool
- Largest issue impacting late additions: active applications and completed docuSigns;
 - Is there something we want to work on together to help address this issue?

Application sessions - CBE overlap with CCAP

School Specific Requirements

- Survey check-in
- Additional insight provided by Alissa - check-in

Past Meeting To Dos

- Revisions to website and student welcome email content - updated;
- **Grade Change Process - Notes from past meeting:**
 - Grade Change Process (Jeff & Molly)*
 - *Review current challenges and student complaint*
 - *When college faculty change the grades after posted; need to put a procedure in place*
 - *SDCCD SS gets form from faculty; then processes request*
 - *SDUSD needs to be notified in order to make the change on their end*
 - *Amertah to Check with Marina - possibly provide SDUSD confirmation after processing any grade requests (auto notify them that a grade change was made); ensure Molly is in the loop too*
 - *Challenge -*
 - *knowing the difference between general pop and HS (and CCAP v concurrent student)*
 - *Explore ways to add high school student to form?*
 - *Forms are initiated by faculty - does the form allow this to be noted? (how will Marina and Molly know)*
 - *Outline a preferred process*

CCAP Process Mapping - Document revisions underway this month

Fall focus

- Outreach and engagement
- Pathway planning and site specific partnership meetings
- Agreement development revisions
- Course request process revisions

Meeting Planning

- Next meeting is on 8/8

Future Workgroup Meeting Topics:

- Process Improvements - CCAP agreement Development & course requests/updates process
- Docusign – ownership and funding for CCAP required forms
- Priority topics?

Topics for Joint Partnership Committee Meetings

- GPA Requirement
- Credit Recovery
- Remedial Courses
- College-specific pre-reqs (Math and English for example)