



Regional Oversight Committee

Wednesday, September 18, 2019 3:00-5:00pm

Mesa College, Health Building, Room S-305

Members Present: Glyn Bongolan, Danene Brown, Stephanie Bulger, Michelle Fischthal, Margie Fritch, DeeDee Garcia, Sean Hancock, Jesse Lopez, Tina Ngo Bartel, Will Olmstead, Sharon Sampson, Minou Spradley, Jose Velasquez

Regional Staff: Molly Ash, Sally Cox, Mollie Smith

Designee: George Dowden (for Jessica Robinson), Jeanie Tyler (for Denise Whisenhunt)

Guests: Claudia Estrada-Howell, Ben Gamboa

Minutes

Note: In S. Cooke and M. Garcia's absence, M. Smith chaired the meeting.

M. Smith called the meeting to order at 3:01pm

Welcome

- M. Smith announced that Martha Garcia, Superintendent/President, Imperial Valley College, will be taking over co-leadership of ROC, along with S. Cooke. The change is effective immediately.
- Welcome to new faculty representative from SD Continuing Education, Will Olmstead, Business, Computers & IT.

Approve Minutes from 5.19.19

- Motion to approve by D. Brown, second by M. Spradley, abstention by M. Fritch, unanimously approved.

SWP Implementation

- M. Smith, D. Brown, B. Gamboa, and T. Ngo Bartel presented an update on process metrics for Data/Research, Marketing, Career Pathways, Employment Readiness/Job Placement, and the new investment, Strong Workforce Faculty Institute. The full presentation can be found [here](#).
 - Career pathways: M. Smith shared a document with the 2019-20 CP goals that were developed through K12 and community college collaboration. The goals were approved by the CP Workgroup in August. M. Fischthal noted that noncredit was missing from the documentation. M. Smith noted that it was just an oversight and agreed to amend the document. S. Bulger asked that documents be sent out in advance to allow ROC members to communicate with constituents.
 - K-12 Component: M. Smith shared the regional training schedule for Round 2 of the K12 SWP funding. In order to facilitate more collaboration between the LEAs and the community colleges, trainings are scheduled in each community college district and will allow time for networking. The first training was held on 9.17.19 at Grossmont College. The K-12 funding is distributed through the community colleges to ensure alignment with regional priorities. Regional priorities are MS/ HS career development and pathway development.
 - Middle/High School Engagement: J. Lopez shared the 2019-20 goals and work plan. The document is reflective of four main goals: research and dissemination, development

of tools/materials, student and parent engagement activities, and professional development and awareness building. He stated that the goals and work plan were approved by the Middle School/High School workgroup. J. Lopez stated that there is now a consistent action plan that everyone can use to engage more students in middle school and high school, align high school pathways with community colleges and bring more students to the community colleges.

- Adult Education/ Noncredit: M. Smith shared that goals have been created and the leadership workgroup is working on finalizing them. The goals will be presented to the Adult Education/Noncredit Super region meeting on 10.8.19, after which the goals will be shared with ROC.
- Pathway Navigation. C Estrada shared that the next campus progress report for 7.1.19-9.30.19 is due on 10.15.19. The next in-person Community of Practice will be held on 10/4. Activities will include time for campuses to share best practices and to collaborate and build their plans for the next year of this work. Invitations have been sent out and attendance is open to anyone who wants to attend. She also shared that the workgroup is creating a comprehensive rubric that will enable colleges to determine technological needs for intake, career exploration and orientations. It will help guide campuses when considering new tools.
- Employer Engagement: M. Fritch shared the following updates:
 - Regional Directors, Employer Engagement (previously known as DSNs) and Director of Strategic Partnerships are actively engaged in developing partnerships with employers within their sectors.
 - The primary focus of employer engagement is centered upon developing Sector Profiles and Strategies for the Region in collaboration with the COE. Each of the Regional Directors are making great progress in validating the labor market information for their sectors and breaking down the knowledge, skills, and abilities needed by employers.
 - Regional staff continue to develop and strengthen relationships with external partners, specifically the San Diego Regional EDC, San Diego Workforce Partnership, and the other EDC's in the region with the intent of coordinating employer engagement and leveraging regional resources.
 - The San Diego Regional EDC released the initial report around critical software jobs for the Advancing Cities Grant that the Region has been collaborating on. The report was emailed to the region on 9/12.
- Student Retention, Success and Support
 - SWP Faculty Institute. T Ngo Bartel shared that the intent of this project is to examine student retention, success and completion at the class level and determine how to change classroom practices and target resources. A team of faculty and researchers were involved in the development of the institute's structure and outcomes. Participants will be paid a \$2K stipend upon completion of attendance at two in-person professional learning events, engagement and completion of an investigative project, and development of an action plan. Research offices will receive \$250K over a period of three years to support and build capacity. M. Fischthal expressed concerns with the ability for colleges to build research capacity with one time funding. T. Ngo Bartel explained that the purpose of the investment is to help colleges set up a system and a culture of collaboration between researchers and faculty—one that is sustainable beyond the funding's period of performance. Too many projects start and end with a grant. B. Gamboa agreed that Miramar College is setting up a system to help the college continue this work beyond the 20-25 faculty who participate in the Institute. M. Smith stated that the funding is seed money and the hope is that the colleges will commit to continue supporting these efforts.
 - RFA: M. Smith stated that the RFA will be released on 9.23.19 and will be sent to the CIOs, Researchers, and CE Deans. Responses will be due 11.22.19.

- Marketing: D. Brown shared that Year 2 of the marketing campaign started in June 2019. All creative has been updated with photography from our region. She also shared that during the next year, special consideration will be given to conversion and return on investment (ROI). To do this, Civilian has begun working with each individual college on collecting and tracking application and enrollment data based on referrals from CareerEd.org.
- Data/Research: T. Ngo Bartel shared that the committee has shifted to a Community of Practice focus so researchers can collaborate on how to create a culture of data driven decision-making. The current key topic is the SWP Faculty Institute. She also shared that they are convening a group to define regional definitions for comprehensive needs assessment for Perkins.

Other

- Updated Regional Plan: S. Cox shared the updated SWP Plan for 2019-20. It can be found [here](#). M. Smith shared that the Chancellor's Office is emphasizing aligning local plans with regional plans.
- PD RFA: M. Smith shared that edits were made to the RFA based on ROC's input and is ready to be released.
- 2019-20 ROC membership: M. Smith shared the current ROC membership. There are faculty vacancies at SD City College and Southwestern; each campus is working on replacements.
- Calendar
 - Meet every other month: The group agreed to change the meeting schedule to every other month.
 - Change meeting to 2nd Wednesday: The group concurred that in order to align with M. Garcia's availability, meeting dates will change to the 2nd Wednesday of each month.
ACTION ITEM: M. Ash will send the new invites and an updated calendar.

Next Meeting: **November 13, 2019** from 3-5pm at Mesa College, Health Building, Room S-305

Archived meeting minutes and handouts can be found at
<http://myworkforceconnection.org/regionaloversight-committee-roc/>