



## Regional Oversight Committee

Wednesday, November 13, 2019 3:00-  
5:00pm Mesa College, Health Building,  
Room S-305

**Members Present:** Glyn Bongolan, Danene Brown, Stephanie Bulger, Michelle Fischthal, Martha Garcia, Sean Hancock, Jason Hums, Will Olmstead, Sharon Sampson, Christina Sharp

**Regional Staff:** Molly Ash, Sally Cox, Mollie Smith

**Guests:** Claudia Estrada-Howell, Ben Gamboa

### Minutes

#### Welcome and Introductions

- Welcome new faculty representative Jason Hum, Southwestern College.

#### Approve Minutes from 9.18.19

- Motion to approve by G. Bongolan, second by D. Brown, unanimously approved.

#### SWP Implementation

- Career pathways: M. Smith announced that L. Wisdom will be serving as the regional K-14 TAP. She will continue working on MS/HS engagement and pathway development and engage and provide support to the Local Education Agencies (LEA). M. Smith reminded the group that there will also be one K-12 Coordinator per district, who will be hired by an LEA within a college district. The process for choosing the LEA is unknown.
  - Goals: M. Smith presented an overview of the Career Pathways and MS/HS Engagement goals. The goals can be found [here](#).
  - Community of Practice (CoP): M. Smith shared that a CoP is being developed in partnership with the LEAs in the region. The goal of these CoP is to provide support to the LEAs around the regional Strong Workforce strategies.
  - K-12 Component: M. Smith shared that the application for round two of the K-12 Component of Strong Workforce has been released and is due 12.18.19. The region provided six trainings; one in each community college district. S. Cox noted that our total regional allocation for round two is \$1M less because the state changed the allocation formula which benefited some of the larger regions. M. Ash announced that they are currently recruiting for additional selection committee members for the following positions:
    - (2) K-12 CTE Teachers (one from San Diego Unified School District, the other from South)
    - (1) K-12 CTE Representative (from San Diego County Office of Education)
    - (1) CC CE Faculty (from North or South)

- (1) Industry Representative (from North or South)

The application closes on 11.22.19.

- Collaboration – IVC: M. Garcia shared the collaboration with her K-12 LEAs in the Imperial Valley. Prior to the K-12 SWP regional training held in Imperial Valley, a decision had been made to approach the application as a consortium with the goal of serving the entire community. She highlighted that she meets monthly with the K-12 Superintendents, the Dean for the SDSU Calexico campus, and the Superintendent for ROP which allows for structured and efficient collaboration.
- 25-25-25 & Distribution of Need: M. Smith reminded the group that last year ROC made a commitment to distribute the funds across the regional priorities; 25% on middle school engagement, 25% on high school engagement, and 25% on pathway development. She asked the committee to reaffirm that commitment for round two. Additionally, she reminded the committee that the intent of the legislation and funding is to provide engagement and develop pathways in communities that have concentrations of low-income households and high unemployment. The COE, City of San Diego, SDWP, SDREDC, and EDD are working together to provide data on the aforementioned communities at the census track level. This data will be shared with the Selection Committee so they can determine which applications address those communities. M. Fischthal asked if the scoring rubric would be weighted to reflect the distribution of need and regional priorities? M. Smith stated that the round two scoring rubric puts a greater emphasis on the low-income and high unemployment communities.
- 25% for Imperial Valley: M. Smith reminded the group that because the allocation for our region is largely influenced by Imperial Valley's high unemployment, last year ROC made the decision to allocate 25% of the funding to Imperial Valley. She asked the group to reaffirm that decision. Motion to approve by D. Brown, second by S. Bulger, unanimously approved.
- Adult Education/Noncredit Goals: M. Smith shared that the following three AE/NC goals were approved at the workgroup meeting on 11.12.19:
  - Increase awareness of adult education and noncredit programs at institutions and for students.
  - Ensure curriculum and instruction incorporates basics skills, 21<sup>st</sup> century skills and aligns with industry needs, and ensure that students have access to training programs and career pathways with multiple entry and exit options.
  - Support equitable learning across all student populations.
- Pathway Navigation: C. Estrada Howell reminded the group that the focus of this workgroup is on onboarding (differentiated orientation, intake, and career planning before education planning). She announced that the first round of funding (\$50k per campus) will conclude on 12.30.19.
  - Plan for Year 2 – due 12.20.19: The campus leads met on 10.30.19 to plan for Year 2 activities.
  - Template and training available: C. Estrada Howell presented the Pathway Navigation Year 2 Action Plan template. The goal of the template is assist colleges with their Year 2 planning and internal communication. If anyone has questions or needs assistance, they are welcome to reach out to her directly.
  - Planning & spending: S. Bulger asked for clarification on the allocation for 2020-2021. C.

Estrada Howell reminded the group that Year 1 was \$50k, Year 2 is \$100k, and Year 3 is \$75k. M. Smith shared a concern that the colleges are not as far along in their programmatic planning or their spending as anticipated. She is working on scheduling meetings with all of the vice presidents, to discuss all of the funding investments, and this will be one of the topics for discussion. S. Cox reminded the group that she is available to talk with any of the colleges about their spending.

- WBL and Job Placement
  - Regional mapping completed: B. Gamboa shared the following completed process maps; Work-based Learning, Job Placement, and Job Placement Case Manager or Work-based Learning Coordinator Outreach to Employers. He noted that representatives from every institution were active in the creation of these maps, which can be found [here](#). M. Fischthal shared the importance of focusing on outcomes and a concern that the WBL mapping could be perceived as dictating how a college should structure their processes. B. Gamboa responded that the maps are meant to be used as guidelines to enhance regional processes. M. Garcia stated that she views the maps as a model that each campus can use to achieve success for their students. B. Gamboa acknowledged that these processes are substantial and thanked everyone for their collaboration.
  - 21<sup>st</sup> Century Employability Skills: B. Gamboa shared that a proposed model is being developed of how to integrate 21<sup>st</sup> Employability Skills (aka soft skills) across the student program of study. M. Smith shared that the first two tasks of this work are to agree on the competencies and an instructional method of delivery. She shared that a one-page brief will be provided at the 1.8.20 ROC meeting.
  - Technology Update: B. Gamboa shared a summary of all technology-related activities. The technology report and recommendations for a career engagement tool and employer engagement CRM will be received by 11.30.19 and shared with ROC. A full list can be found [here](#). S. Bulger asked if a demo of Jobspeaker will be made available. B. Gamboa agreed that a demo is important and can be arranged. M. Garcia suggested starting the 1.8.20 ROC meeting an hour early for those who are interested in participating.
- Retention, Success & Support: M. Smith reminded the group of the following timeline and agenda.
  - RFA due November 22, 2019
  - SWP Faculty Institute February 28, 2020
    - Agenda: Speaker(s) – Demo – Breakouts by College
- Employer Engagement: M. Smith announced that the Regional Directors are making progress on their sector profiles including validating the labor market data with employers and seeking work-based learning opportunities.
  - Sector Strategies - Software developers, C++ and Python have been identified as labor market gaps in ICT. GIG and entrepreneurship are potential investments in Business and Entrepreneurship. Regional investments will be developed to encourage colleges to adjust curriculum to align with the regional labor market.
- Marketing: M. Ash shared the following updates:
  - The 2019 Career Education Guide has been released and can be found [here](#). If anyone would like copies for their campus, please contact M. Ash.
  - The regional Career Education website ([www.careered.org](http://www.careered.org)) has been updated to include a new section for noncredit classes (<https://careered.org/free-noncredit-career-training/>)
  - October was the first month of full reports from Google analytics regarding prospective

students clicking the campus “Apply Now” button on CareerEd.org. Grossmont is the only college not currently tracking, but they are working directly with Civilian to resolve the issue.

- The next marketing committee meeting will be held on 11.14.19. The first two hours (12:30-2:30) will be dedicated to the Chancellor’s Office presentation on their new campaign for Career Education. If anyone is interested in attending, contact M. Ash.
- Data/Research: B. Gamboa shared that the Data/Research committee have been working on a regional approach to Perkins V Comprehensive Needs Assessment (CNA). He reminded the group that an assessment has to be completed every two years for all programs being supported by Perkins. He also announced that the colleges are working collaboratively to investigate best practices around what a CNA model might look like.

Next Meeting: **January 8, 2020** from 3-5pm at Mesa College, Health Building, Room S-305

Meeting adjourned at 4:42 pm.

Archived meeting minutes and handouts can be found at <http://myworkforceconnection.org/resource/>  
(Select ROC from the left menu)