



## **SDIC COMMUNITY COLLEGE WORKFORCE DEVELOPMENT COUNCIL MEETING**

February 21, 2020

10:30 am - 12:00 pm

San Diego Mesa College, Center for Business and Technology, Room 101

### **Minutes**

#### **VOTING MEMBERS:**

**Javier Ayala**, Dean, Career Technical Education/Workforce Development, Grossmont College  
**Danene Brown**, Dean, School of Business & Technology, SD Mesa College  
**Ruishan Chow**, Regional Director, Employer Engagement, Advanced Manufacturing  
**Margie Fritch**, Dean, Career Technical and Extended Education, Palomar College  
**Jennifer Lewis**, Dean, School of Continuing Education and Workforce Development, Southwestern College  
**Jesse Lopez**, Dean, School of Business Technical Career & Workforce Initiatives, Miramar College  
**Larry McLemore**, Dean, Career & Technical Education, Cuyamaca College  
**Keau Wong**, Regional Director, Employer Engagement, Life Sciences and Biotechnology

#### **NON-VOTING MEMBERS:**

**Molly Ash**, Manager, Regional Consortium  
**Pavel Consuegra**, Internship Coordinator, SD Mesa College  
**George Dowden**, Career Education Program Coordinator, Cuyamaca College  
**John Edwards**, Research Analyst, Center of Excellence for Labor Market Research  
**Claudia Estrada-Howell**, Supervisor, Career Center, SD Mesa College  
**Tasha Frankie**, Strong Workforce Faculty Liaison/Assistant Professor, CISC, SD Mesa College  
**Benjamin Gamboa**, Associate Dean, Strong Workforce, SD Miramar College  
**Sylvie Hale**, WestEd  
**Stephanie Lewis**, Dean, College and Career Transition, SD Continuing Education  
**Ute Maschke**, CAEP Manager, East Region Adult Education  
**Kevin McMackin**, Director of Strategic Partnerships, Regional Consortium  
**Cynthia Nagura**, Director of Community & Workforce Partnerships, GCCCD  
**Tina Ngo Bartel**, Director, Center of Excellence for Labor Market Research  
**Alex Ortega, Jr.**, Job Placement Coordinator, SD Miramar College  
**Amertah Perman**, Dean, Career Education and Workforce Development, SDCCD  
**Amy Pimentel**, Career Education Pathways Coordinator, MiraCosta College  
**Bruce Reaves**, Job Placement Coordinator, Palomar College  
**Tina Recalde**, Dean, Health Services, SD Mesa College  
**Monica Romero**, Associate Dean, CTE, SD Mesa College  
**Suzanne Sebring**, Director, Continuing Education, Palomar College  
**Mollie Smith**, Chair, Regional Consortium  
**Angela Tilley-Ruiz**, Job Placement Case Manager, Cuyamaca College

**Leslie Wisdom**, K-14 TAP, Regional Consortium  
**Christopher Yerkes**, Program Specialist, Regional Consortium  
**Kim Zant**, Career Pathways Manager, Regional Consortium

**D. Brown called the meeting to order at 10:42 am**

1. Welcome/Introductions
2. Approval of January 10, 2020 Minutes
  - Motion to approve by B. Gamboa, second by T. Recalde, **unanimously approved.**
3. Program Recommendations from the Deans' Meeting
  - City College
    - Energy Analysis and Consultation – Associate Degree
    - Energy Analysis and Consultation – Certificate of Achievement
  - Palomar College
    - Child Development Associate Teacher – Certificate of Achievement
4. SWP Implementation Update
  - Data/Research: T. Ngo-Bartel reminded the group of the process for requesting Labor Market Information (LMI) from the Center of Excellence (COE) for program recommendations. The Program Recommendation Process (PRP) can be found [here](#).
  - Marketing: D. Brown reported the following updates:
    - All ten colleges are tracking applications and collecting data based on referrals from CareerEd.org. Between October 2019 and January 2020, 480 individuals referred directly from CareerEd.org have clicked “Apply Now” on individual college websites.
    - The year 3 scope of work and related activities began in February 2020 and will further expand on efforts to increase career education enrollment and perception in the region.
    - Colleges are continuing to work with Civilian to complete college websites. Grossmont and Cuyamaca’s websites have transitioned to internal socialization and they anticipate a spring 2020 launch. Imperial Valley has begun in-depth design work using themes from their existing CMS, Joomla. Palomar has achieved sitemap approval and has started the development of content wireframes.
    - The 2019 Impact Report has been released. The report includes student, faculty, and employer interviews about the impact of career education. The report can be found [here](#).
    - An RFA for each college to create an internal marketing campaign is being crafted. The intent of the funding is to help support colleges with their retention and support strategies for current students. The RFA will be released by the end of March 2020 and the funding must be spent by December 2020.
  - Career Pathways: L. Wisdom reported that the deliberation process for the K12 Strong Workforce round two is complete. The Chancellor’s Office will notify the awardees by the end of February. The K12 Pathway Coordinator LEAs were chosen and have been notified. L. Wisdom will reach out to the deans and associate deans to inform the onboarding process. The Local Education Agencies (LEAs) will try to hire all the K12 Pathway Coordinators by April 2020 and there will be an onboarding event in April or May. L. Wisdom will meet with the LEAs, K12 Pathway Coordinators, and their community college partners by district to develop an outcome,

timeline, and workplan. K. Zant provided an update on the Career Pathway Mapping tool project. The Career Pathway Mapping Tool group met to validate elements within the data crosswalk. She will contact deans to discuss the design of the pivot tables. WestEd will send out a Pathway Mapping Tool Priorities document to get feedback from the deans and key stakeholders on what the most important aspects of a tool are.

- Adult Education and Noncredit: S. Sebring shared that an Adult Education and Noncredit (AE and NC) workgroup has been formed and the group will meet to develop a workplan to accomplish the agreed upon goals. The workgroup includes a K12 and community college representative from each consortium. She noted that leadership from the AE and NC workgroup attends the Career Pathways meetings to see how AE and NC fits within the larger work.
- Pathway Navigation: C. Estrada-Howell reported that at the 2.20.20 meeting the workgroup discussed the process guidelines for the Year 2 Action Plan, the draft reports, 90-day reflection plan, and availability of WestEd to provide technical assistance for the colleges. Pathway Navigation leads will be invited to the next workgroup meeting on 3.19.20. The next in-person Community of Practice (CoP) will be held on 5.1.20. The priority topic will be career planning before education planning. Participants at the previous CoP said this was an area where they needed support at their colleges. A topic for discussion in fall 2020 will be how the work of this group connects with work-based learning.
- WBL/Job Placement: B. Gamboa shared the discussion from the CoP on 2.19.20 about the importance of each college developing processes for work-based learning at their colleges. He also shared that the deans and the WBL workgroup are continuing their discussions about the technology report. The deans recommended that it is time to contact relevant parties at each college to discuss implementation of a new technology. The January proposed state budget has approximately \$20M in WBL competitive grants. Additional details are not available at this time. The governor also proposed doubling the California Apprenticeship Initiative from \$15M to \$30M.
- Employer Engagement: K. McMackin announced that MiraCosta College and Mesa College were selected as Preferred Providers for the JP Morgan Chase Advancing San Diego grant. Northrop Grumman awarded internships to eight students from City, Mesa and Miramar Colleges. Three interns were selected for part-time employment at Northrop Grumman.
  - Sector Strategies
    - K. McMackin shared that the first sector strategy RFA will be released by 5.1.20 for Software Developer. The RFA will be open to all colleges to align their program with KSAs provided by a large base of employers. There will be an informational meeting on 4.17.20 for colleges interested in applying.
- Retention, Success & Support
  - Strong Workforce Faculty Institute updates
    - T. Ngo Bartel said the Faculty Institute kick-off event is on 2.28.20. She stated that the focus of the event is to show the importance of student/faculty relationships for student retention and to create a data informed culture of evaluating student success and retention and developing support based on findings. The Faculty Institute page is now live [here](#). The page includes resources such as FAQs, the event program, and a PDF version of the online form.
    - M. Smith stated that the retention, success and support RFA will be released the week of 3.2.20 and will be for up to \$50K per college. The RFA will specify using the funding to support new or existing retention, success and support activities at their colleges. She emphasized that funding must be spent by 12.31.20.

5. CCCAOE Update: T. Recalde said conference registration is still open and secondary hotels are reaching capacity. Tina noted that registration for the Golden One Experience on 3.9.20 and the Advocacy Day on 3.10.20 are still available. She also announced that CCCAOE is collecting student artwork from each of the regions for the raffles at the conference. They are requesting 3-5 items per region. If any college is interested in submitting student artwork, they can contact her directly. The results of regional elections have not been released yet, but T. Recalde expects them to be announced at the conference.

#### 6. Roundtable

The meeting adjourned at 11:42 am

Next meeting: **Thursday, March 12<sup>th</sup>; CCCAOE; Hyatt Regency Sacramento; 3:15 pm – 4:45 pm**