COMMUNITY COLLEGES
SAN DIEGO & IMPERIAL COUNTIES
CAREER EDUCATION

SDIC Community College Deans' Council Meeting

April 10, 2020
9:00 – 11:00 am

MINUTES

Present: M. Ash, J. Ayala, A. Berry, D. Brown, S. Cox, M. Fritch, B. Gamboa, R. LaMuraglia, L. McLemore, K. McMackin, J. Lewis, Z. Lindstrom, J. Lopez, T. Ngo-Bartel, A. Perman, R. Price, T. Recalde, M. Romero, N. Saks, E. Silva, M. Smith, L. Soukhaseum, C. Storey, A. Taccone, V. Torres, L. Wisdom, K. Zant

Not Present: S. Sebring

D. Brown called the meeting to order at 9:03am.

1. Minutes from 2.21.20
   - Motion to approve by J. Ayala, second by A. Taccone, **unanimously approved**.

2. Program Recommendations
   - February and March LMI Requests: The following are the completed LMI reports as well as the requested LMI reports from February and March. As a reminder, the regional program recommendation process can be found [here](#).
      o Reports completed:
         - **Southwestern**: Firefighters
      o Reports requested:
         - **Mesa:** web developer, web administrators, search marketing strategists, copy writers, dental assistants
         - **San Diego City:** manicurists and pedicurists, commercial and industrial designers, artists, fine artists, CTE teachers (secondary school)
   - Program Recommendations
      o **Palomar College**
         - [AWS Academy](#)- Certificate of Achievement
         - [Cloud Computing & Virtualization](#)- A.S. Degree
         - [Cybersecurity Pentester](#)- Certificate of Achievement
         - [Cybersecurity Analyst](#)- Certificate of Achievement
      o T. Ngo Bartel noted the following concerns with the Cyber Security Pentester and Cybersecurity Analyst Certificates of Achievement:
         - The LMI that was submitted was written in February 2017. The deans agreed that the LMI should not be older than two years.
         - The titles of the programs are "pentester" and "cybersecurity analyst." Based on

the amount of training, the students would qualify as a "technician" or "specialist," but not as an "analyst." Stating that taking some courses (when a bachelor's degree is required) would make a student qualified as a cybersecurity analyst or information security analyst would be misleading.

- There was also discussion about whether it was permissible to have faculty members submit programs directly into regionalcte.org. Some colleges allow faculty to input curriculum into regionalcte.org. Faculty are responsible for the process up to regional approval. Deans are the individuals responsible for recommending programs for approval. The group decided that regional protocol of only deans inputting programs into regionalcte.org needs to be followed. Deans should be informed of programs in order to have a discussion with their colleagues. M. Ash will continue to notify the deans if programs are submitted from their faculty members.
- Due to the concerns outlined above, all four programs will be sent back to "draft" so that edits can be made and the dean is informed before submission.

3. Technology Adoption Discussion: As a follow-up to the discussion of the Career and Employer Engagement Technology Report on 2.21.20, B. Gamboa shared the final questions and comments that were submitted by the deans and associate deans and led the group through a discussion. The comprehensive list can be found here. The group agreed that it would be appropriate to start engaging the career centers and IT directors. **ACTION ITEM:** B. Gamboa will create strategic messaging that each college dean can carry forward to notify their appropriate stakeholders to anticipate being contacted.

4. SWP Outcomes: M. Smith and B. Gamboa presented updates on the following:
   a. Regional: Outcome data for 15-16, 16-17 and 17-8 showed the region had an increase in students who attained a noncredit workforce milestone; CE students who earned a degree, certificate, or apprenticeship journey status; CE students who transferred to a four-year postsecondary institution; and median annual earnings for exiting students. Several of the deans mentioned what powerful information the increases in data demonstrate. M. Smith shared that the CEOs plan to share the regional progress with local legislators.
   b. Promising practices by metric: Colleges who have experienced an upward trend in SWP metrics will be interviewed and their practices will be shared with the region. WestEd will begin contacting colleges to gather information on promising practices. More information on additional metrics will be available at the 5.8.20 deans' meeting.
   A link to the full presentation can be found here.

5. Current SWP Projects: M. Smith shared an update on the following projects:
   a. JPCM (ongoing) & WBL (year 2): the region has begun working with the JPCM and WBL coordinators to facilitate the development of case management and work-based learning processes on each campus.
   b. Pathway Navigation (year 2): the region has now funded five colleges, two are on the cusp of being funded, and the remaining colleges are still in discussions.
   c. Faculty Institute (Sept 2020 & year 1): T. Ngo Bartel will be meeting with the researchers to gauge their progress on their data projects as they have the most immediate deadline.
   d. State spending deadlines remain: deadlines have not be moved so it is paramount that colleges stay on track with completing activities, spending, and moving metrics.

6. RFAs: M. Smith provided information on the following new RFAs:

a. Retention, Success, Support Acceleration (already released): one colleges has returned a complete RFA.
   i. Augmentation of original RFA up to $100K per college (possibility to augment colleges): there is a chance that this could be augmented further depending on what is submitted by the colleges.
   ii. Mitigate transition to on-line (faculty training, technology for access)
   iii. Addendum released week of April 13, 2020 by the Foundation will provide more detailed information
   iv. Due May 10, 2020
b. Internal Marketing - $50K – Due May 10, 2020: to support colleges in their retention strategies of current students. M. Ash provided information on tactics that Orange County and Inland Empire are employing such as targeting students who:
   i. need one more class to complete a certificate or degree
   ii. have applied to the college but have not enrolled in any courses
   iii. have taken classes in previous semesters, but are not currently enrolled
c. ICT RFA – Informational Meeting April 17, 2020 – 10 am -12 pm: this is the first sector strategy RFA and it aims to align curriculum with industry needs. It is recommended that all colleges have representation at the informational meeting; ideally the dean or associate deans and the lead faculty who will be making the curriculum changes.
d. NEW – Hire faculty to curate on-line resources: in response to a CEO request to cultivate resources and best practices for moving courses online, the region is looking for faculty members across all disciplines who are skilled in delivering on-line instruction to include laboratory instruction and authorization of competencies. The regional chair is asking the deans to forward names of faculty members who meet the above described qualifications.
e. Post Covid-19 Regional Partnerships: the agenda item was tabled until the 5.8.20 meeting.

7. Fiscal Matters: S. Cox shared that the next quarterly report is due on May 15, 2020 and she encouraged all colleges to get their reporting input into NOVA. She reminded the group that December 31, 2020 is the spending deadline for 18/19 funding and will include JPCM & WBL, Pathway Navigation, Retention, Success, Support Acceleration, Internal Marketing, and ICT. The staff will be evaluating college expenditures and funds will need to be redirected if they are not making good progress by September. She is available to assist the colleges if they need any assistance in filling out RFAs, spending or reporting. Her presentation can be found here.

Call for Agenda Items for May 8, 2020 send to Molly Ash.

It is likely the May 8th meeting will be on-line as well, but we will keep you informed.