SDIC Community College Deans' Council Meeting

August 14, 2020
9:00 – 10:30 am

MINUTES

Present: B. Aguilar, M. Ash, J. Ayala, A. Berry, S. Cox, J. Edwards, M. Fritch, B. Gamboa, R. LaMuraglia, J. Lewis, Z. Lindstrom, J. Lopez, L. McLemore, J. Makevich, K. McMackin, T. Ngo Bartel, A. Perman, N. Roe, M. Romero, M. Smith, C. Storey, A. Taccone, C. Yerkes, K. Zant

A. Taccone called the meeting to order at 9:02am

1. Minutes from 6.12.20
    - Motion to approve by M. Fritch, second by C. Storey, **unanimously approved**.

2. Program Recommendations
    - July LMI Requests: The following are the completed LMI reports as well as the requested LMI reports from July. As a reminder, the regional program recommendation process can be found [here](#).
        o Reports completed:
            ▪ **MiraCosta**: Registered Nurses
            ▪ **Palomar**: Architectural and Civil Drafters, Electrical and Electronics Drafters, Mechanical Drafters, Drafters, all other.
        o Reports requested:
            ▪ **Mesa**: Retail Salesperson, Customer Service Representatives
    - Program Recommendations: Motion to recommend all three programs by J. Ayala, second by L. McLemore, **unanimously approved**.
        o **Palomar College:**
            ▪ [Drafting and Design Technician – Creo](#)- Certificate of Achievement
            ▪ [Drafting and Design Technician - SolidWorks](#)- Certificate of Achievement
            ▪ [Drafting and Design Technician – AutoCAD](#)- Certificate of Achievement
        o In the absence of an in-person meeting in July, A. Taccone announced that the following programs were electronically recommended via the regionalcte.org platform:
            ▪ **Palomar College**:
                - [MasterCAM Entry Level Programmer](#)- Certificate of Achievement
                - [Machining Technology](#)- AS Degree
                - [Quality Control/Inspection Technician](#)
    - Program Recommendation Process: A. Perman shared a draft of the revised Regional Program

Recommendation Process that addresses Program and Course Approval Handbook (PCAH) 7 requirements. The PCAH 7 requires all new career education associate degrees and certificates of achievement to have regional consortia recommendations, therefore making the following bullet in the current Regional Program Recommendation process invalid:

- o *If a program fails to obtain a positive recommendation from the Regional Consortium, and the proposing college feels that a negative vote was unjustified or unfair, the college may submit the program to the Chancellor's Office without regional recommendation for approval.*

A. Perman, J. Lewis and J. Ayala collaborated with regional staff to create the following proposed regional process for program resubmission:

- o *If a program fails to obtain a positive recommendation from the Regional Consortium, after completing all required steps (above), then the Deans' Council (WDC) chair must provide written documentation to the college as to why the program was denied a positive recommendation. If the college would like to follow up and have an additional conversation with the chair, then the chair will coordinate a meeting with the college. After the discussion, the college may decide to submit a revised program proposal to the Dean's Council Ad-Hoc Program Reconsideration Committee. The revised program proposal must be co-signed by the program's college dean and the VPI or (VP of Instruction or VP of Academic Affairs). The Ad-Hoc Program Reconsideration Committee consists of the Deans' Council (WDC) chair, one appointed Career Education Dean from the Dean's Council who is not associated with the program's institution, and COE director. The Ad-Hoc Program Reconsideration Committee must provide a written response within 30 days of the program proposal resubmission.*

M. Smith reiterated that while having a process for resubmission is important, the upfront work of communicating intent and performing labor market research would minimize the number of programs that are not recommended by the region.

ACTION ITEM: M. Ash will send the draft process to the regional CE deans for review and feedback by 8.28.20.

3. Promising Practices – Noncredit presentation: B. Aguilar and C. Storey presented on the promising practices that their respective campuses have implemented. These practices have resulted in positive increases in their noncredit metrics. The full presentation can be found [here](#). Highlights include:

- MiraCosta:
  - o Improved data integrity
  - o Availability of professional development for faculty and staff
  - o Enhanced instructional strategy
- San Diego Continuing Education:
  - o Expanded options for students at new campus
  - o Invested in laboratory setting for healthcare students
  - o Created new curriculum and stackable certificates for child development students
  - o Increased professional development
  - o Hired job developers

M. Smith noted that in the absence of representatives from Palomar and Imperial Valley, the promising practices from those colleges will be shared at the 9.11.20 meeting. M. Smith also shared a document that includes the promising practices shared by IVC, MiraCosta, Palomar, and SDCE organized by type of intervention as well as contact information for the four colleges.

4. Retention, Success, Support and Completion

- Faculty Institute, September 25th: T. Ngo Bartel shared the proposed agenda for the second Faculty Institute event. The event will be presented in a hybrid format which will offer asynchronous learning and well as three hours of synchronous learning. The event will have three different learning tracks with multiple modules within each track. Faculty will receive a registration link to sign up for a specific training module as well as a request to submit videos that demonstrate best practices. Details can be found in the full [presentation](#).
- Equity Research: This agenda item was tabled until 9.11.20.
- Strengthening Student Success grant: S. Cox provided an analysis of the [Strengthening Community Colleges Training Grants Program](#). She noted that the grant will be extremely competitive and will require a strong sector strategy. Grossmont, Cuyamaca MiraCosta, and SDCE have expressed interest in collaborating on a consortium application, but five or six colleges would be ideal. Because the deadline is fast approaching, S. Cox needs a commitment from all interested colleges by noon on 8.19.20 to provide adequate time to develop a sound proposal.

5. State Budget Update: S. Cox shared a concern that college funding for the Retention, Success & Support projects is not being spent and asked the colleges to notify her if they are having difficulty. She noted that because of the accelerated spending timeline for 2020-21 funding, it will be very difficult to get caught up if we fall behind. She noted that there has been a problem entering the Internal Marketing and Retention and Success Acceleration projects into NOVA but she is working on a solution.

Call for agenda items for September 11, 2020, send to Molly Ash, Molly.ash@gcccd.edu