



SDIC Community College Deans' Council Meeting

September 11, 2020

8:30 – 10:30 am

MINUTES

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

A. Taccone called the meeting to order at 8:34am

1. Minutes from 8.14.20

- Motion to approve by M. Fritch, second by R. LaMuraglia, **unanimously approved.**

2. Program Recommendations

- August LMI Requests: The following are the completed LMI reports as well as the requested LMI reports from August. As a reminder, the regional program recommendation process can be found [here](#).
 - Reports completed:
 - **Mesa:** retail salesperson, customer service representatives
 - Reports requested:
 - **Mesa:** software developers, computer occupations, film and video editors, multimedia artists and animators, audio and video equipment technicians, and sound engineering technicians
- Program Recommendation Process: The revised Regional Program Recommendation Process was presented for approval. A. Taccone reminded the group that the revised Regional Program Recommendation Process was sent to the deans for electronic review and feedback on 9.3.20. Motion to approve as submitted by M. Fritch, second by J. Lopez, **unanimously approved.**

ACTION ITEM: M. Ash will update myworkforceconnection.org with the new process.

- J. Lopez shared that Miramar has several career education programs that are undergoing revisions this semester. As a courtesy to the region, Miramar's curriculum chair D. Short shared an overview of the programs, which can be found [here](#).

3. Budget Update: S. Cox shared the following fiscal updates:

- Current status: round three spending is almost complete and round four spending has begun. The round five allocation has been announced, but we are still awaiting the incentive funding amounts. The round four regional investments include 71% direct to college investments and

29% region-wide investments. The region has progressively invested more in the colleges over the course of the five years of funding.

Budget highlights include:

- Round 3
 - adjusted budgets to meet spending deadlines
 - reallocated funds to acceleration/online transition and internal marketing
 - invested in retention & success and faculty institute
 - currently, all funds are committed
- Round 4:
 - adding an additional year for work-based Learning
 - continuing Faculty Institute (year 2)
 - investing in sector based projects including aligning curriculum and improving equity outcomes
 - investing in college-based career education marketing
- Round 5 recommendations:
 - enhance Faculty institute and add Counselor Institute
 - add accelerating industry-relevant short-term career programming
 - invest in sector based projects

More detail can be found in the [full presentation](#).

- Spending guidelines: the Chancellor's Office is concerned about the slow pace of spending and the lack of fiscal reporting in NOVA. Given that the round 5 allocation has a shorter spending timeline (24 months vs 30 months), the colleges are asked to be vigilant about spending down their allocations. There is also a call to action to create and promote short-term programs that provide in-demand job training.
- Year 4 Plan: the proposed detailed round four update plan can be found [here](#).
- New investments: M. Smith shared a document outlining all the new regional SWP investments that include the following. Detailed investment information can be found [here](#).
 - Faculty Institute Investment: expand faculty institution participation to additional faculty using a cohort model, create a track for counselors, and provide baseline work-based learning (WBL) training.
 - Work-based Learning Round #2: disperse an additional \$100K to fund an additional year
 - Sector Strategy Investments: provide colleges the opportunity to participate in aligning their curriculum and creating interventions to increase retention, success, and completion.
 - Accelerating Resilient Short-term Programs: investment for colleges to deliver not-for-credit programs, noncredit programs, or credit programs that can be completed within four to twelve weeks. Additionally, it will develop new noncredit or credit programs that can be delivered within the same timeframe. M. Smith requested subject matter expert assistance in drafting the RFA.
 - Hubspot: employer engagement customer relations management (CRM) tool that improves contact with employers, increases tracking of metrics, and improves collaboration and communication without overwhelming employers. The recommendation is to adopt Hubspot for the Regional Directors and a small group of users from the region. M. Smith asked the colleges to contact her know if they are interested in having access as well. A demo of Hubspot will be presented at the WBL workgroup meeting on 9.16.20.
 - Program Finder: provides users with an interactive tool that will allow students, parents, and counselors to browse the region's high school and community college career

education programs across industry sectors. The recommendation is to implement this public facing program finder tool.

- College-level Marketing: develop an investment for colleges to market career education courses.
- 21st Century Employability Skills: to embed power skills into program of study.

4. Regional Priorities & Strategy

- Regional strategy review: M. Smith provided an overview of the regional priorities and student focused implementation model. The presentation included a reminder of the 2015 Strong Workforce Task Force recommendations, regional investments, curriculum recommendations, regional coordination and priorities, and the current implementation structure and model. The full presentation can be found [here](#).
- Continuous Improvement Model: M. Smith shared the new continuous improvement model that demonstrates the region's practice of using assessment, planning, developing an intervention, and implementation to drive improvement.
- New investment strategy: The Regional Directors and Director of Strategic Partnerships in partnership with the SDI Center of Excellence have been developing sector profiles and strategies for each of the six high-wage high-demand sectors. The information for each sector was constructed with the same protocol; common research methodology, employer validation, assessment of college programs, and presentation of the profile and strategy to the WDC and any other interested groups. All investments will include curriculum alignment or creation of new curriculum. Colleges will be allowed to customize their interventions to improve retention, success and completion across all groups. Colleges will be required to attend an informational meeting, submit an 'intent to apply', attend a project consultation with the regional consortium, and provide baseline data on enrollment, retention, success and completion. The order of investments below indicates that the regional directors have all of the requisite information to present a profile and strategy to the region.
 - ICT – Software development: The curriculum portion RFA been released. City, Mesa, Miramar, SDCE, and MiraCosta applied. There is still an opportunity for the other colleges to apply later.
 - Advanced Manufacturing – New Investment: R. Chow presented at the 8.14.20 WDC meeting.
 - Healthcare – New Investment: C. Lafuente will present at the 9.11.20 WDC meeting.
 - Entrepreneurship – New Investment: J. Patel will provide a presentation at the October WDC meeting.
 - Logistics – New Investment: J. Kropp will provide a presentation at the November WDC meeting.
- Local SWP & Perkins V alignment with regional priorities: M. Smith said that the colleges will be required to align their local SWP and Perkins V with regional priorities.

5. Retention, Success, Support and Completion

- Faculty Institute, September 25th ([video](#)): T. Ngo Bartel shared a Strong Workforce Faculty Institute promo video created by Palomar College that highlights the benefits of incorporating data analysis into program review. She noted that each college was asked to submit a video that will be shared on the event website and with the other colleges.
- Equity Research: A. Perman shared several reports that highlight CTE equity issues including challenges, solutions, and support strategies. The reports can be found [here](#).

6. Other Announcements

- WBL Survey: L. McLemore shared that the third WBL survey will be released this month. The data will be used to address current gaps and opportunities and to inform future efforts.
- Launchboard Training: D. Brown reminded the group that WestEd (Karen Beltramo) will be providing a regional Launchboard training on 10.16.20 at 10:00am.
- Deans' Curriculum Retreat: In the interest of time, A. Taccone will share this agenda item via email with the CTE Deans.

Call for agenda items for October 9, 2020, send to Molly Ash, Molly.ash@gcccd.edu

Archived meeting minutes and handouts (including meeting recording) can be found at <https://myworkforceconnection.org/resources/?params=#deans>