



## SDIC Community College Deans' Council Meeting

December 11, 2020

8:30-10:00 am

### MINUTES

Deans Present: J. Ayala, A. Berry, M. Fritch, B. Gamboa, R. LaMuraglia, J. Lopez, A. Perman, T. Recalde, N. Roe, M. Romero, N. Saks, E. Silva, C. Storey, A. Taccone, V. Torres

Guests: M. Ash, S. Cox, D. Brown, K. McMackin, T. Ngo Bartel, M. Smith, C. Yerkes

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A. Taccone called the meeting to order at 8:35 am

1. Minutes from 11.13.20

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

2. Program Recommendations

- November LMI Requests: the program recommendation process can be found [here](#).
  - Reports completed:
    - **San Diego Mesa:** Medical Records and Health Information Technicians, Medical Transcriptionists, Construction Managers, Cost Estimators, Construction and Building Inspectors, Medical Assistants
    - **San Diego City:** Community and Social Service Specialists, All Other, Social and Human Service Assistants, Substance Abuse, Behavioral Disorder, and Mental Health Counselors, Rail-Track Laying and Maintenance Equipment Operators, Rail Car Repairers, Locomotive Engineers, Electricians
    - **San Diego Miramar:** Bailiffs, Private Detectives and Investigators, Detectives and Criminal Investigators, Police and Sheriff's Patrol Officers, Industry Overview Government, Bill and Account Collectors, Loan Interviewers and Clerks, Credit Authorizers, Checkers, and Clerks, Credit Counselors, New Accounts Clerks, Court Reporters, Paralegals and Legal Assistants, Legal Secretaries, Legal Support Workers, All Other, Title Examiners, Abstractors, and Searchers, Computer Systems Analysts, Computer User Support Specialists
  - Reports requested:
    - **San Diego City:** Computer Programmers, Software Developers and Software Quality Assurance Analysts and Testers, Web Developers and Digital Interface Designers, Community Health Workers, Dietitians and Nutritionists, Dietetic Technicians, Athletic Trainers, Exercise Trainers and Group Fitness Instructors
    - **San Diego Mesa:** Human Resource Occupations
    - **Southwestern:** Medical Records & Health Information Technicians

- **Imperial Valley:** Electrical and Electronics Installers and Repairers, Transportation Equipment, Electrical and Electronics Repairers, Powerhouse, Substation, and Relay, Maintenance and Repair Workers, General, Computer User Support Specialists, Computer Network Support Specialists, Network and Computer Systems Administrators
- Program Recommendations
  - Miramar College:
    - Financial Services- Modification
    - Business Management- Modification
    - Computer and Information Sciences- Modification
    - Paralegal- Modification
      - Motion to recommend all by M. Fritch, second by R. LaMuraglia, **unanimously recommended.**
  - Palomar College:
    - Child Development: School Age Assistant- Modification
      - Motion to recommend by J. Lopez, second by J. Ayala, **unanimously recommended.**
  - Grossmont College:
    - Cardiovascular Technology: Invasive, Non Invasive, Vascular- J. Ayala stated that this was neither a modification nor a new program; he just needs verification of regional recommendation.
      - Motion to recommend by R. LaMuraglia, second by J. Lopez, **unanimously recommended.**
    - Commercial Music- Certificate of Achievement (CORRECTION)
      - This program was incorrectly listed on the agenda as a modification but is actually a new program. Therefore, the regional deans do not recommend as submitted. This program will be tabled until a future meeting.
      - Motion to table by M. Fritch, second by J. Lopez, **unanimously recommended.**
      - **ACTION ITEM:** M. Ash will submit this program back to draft so that J. Ayala can work with the faculty and college dean.
  - Mesa College:
    - Culinary Arts/Culinary Management- Certificate of Achievement- Modification
    - Culinary Arts/Culinary Management- AS Degree- Modification
    - Web Development- Modification
    - Health Information Technology- Modification
      - Motion to approve all by M. Fritch, second by C. Storey, **unanimously recommended.**
  - City College:
    - Information Technology Management- AS Degree- Modification
    - Information Technology Management-Certificate of Achievement- Modification
    - Audio Production Technology- Modification
    - Music Production Technology- Modification
      - Motion to approve all by M Fritch, second by T. Recalde, **unanimously recommended.**

### 3. Employer Engagement

- Technology update: D. Brown shared that the career engagement technology tool adoption process was discussed at SDICCCA on 12.7.20. The CEOs stated that they could not make a decision to adopt the tool at this time but that they are in support of the colleges continuing to work together on Employer Engagement, and researching a potential technology tool. The CEOs requested more information on the Jobspeaker pilot, as well as the tools that the colleges are currently using for employer engagement. This information will be brought back to SDICCCA on 2.1.21
- Regional Industry Advisory Committee: T. Ngo Bartel shared the [regional employer engagement process](#) that strengthens and streamlines the connection between education and industry. The process is as follows;
  1. COE surveys employers for labor market research
  2. Employers are invited for a focus group to validate the research
  3. Focus groups simulate regional advisory groups
  4. Advisory group feedback leads to current sector investments

### 4. Retention, Success, Support and Completion

- [Faculty Institute Update](#): T. Ngo Bartel reminded the group that the Strong Workforce Faculty Institute (FI) is a professional development framework for community college faculty members. It includes the following concepts:
  1. Compensation
  2. Project-based learning
  3. Guided reflection
  4. Data and research
  5. Cohort model

FI 1.0 focused on teaching faculty how to evaluate course-level enrollment, retention, and completion data with the goal of incorporating inclusive teaching practices in the classroom. FI 2.0 will provide faculty and counselors with Labor Market Information and student employment data from the COE and LaunchBoard, with the goal of guiding students in career and course planning. There will be an opportunity for FI 1.0 participants to contribute to FI 2.0 as data coaches.

- Work-based Learning Faculty Training: K. McMackin shared that the initial group of faculty representatives met on 12.7.20 to discuss the training structure. The group curated a draft outline for the training that encompasses the overview, the 'how-to', and the capstone project.
  - Faculty representatives from colleges: T. McMackin shared that faculty representatives are still needed from Miramar, Palomar, Cuyamaca, and Imperial Valley. Deans are asked to forward their faculty names to K. McMackin or C. Yerkes.

5. Sector Strategies - RFAs Update: S. Cox shared that the regional team has been meeting with all of the colleges that have requested a consultation. She stated that Palomar's and Mesa's projects have been approved and that the other colleges are still editing their proposals. The deadline to have the projects finalized and approved by 1.15.21. S. Cox stated that if colleges want to submit another Letter of Intent they need to do so by 1.12.21. The final deadline for these Letters is 1.31.21.

Meeting adjourned at 9:47am

Archived meeting minutes and handouts (including [meeting recording](#)) can be found in the [Resources Library](#)