



Regional Oversight Committee

Wednesday, March 10, 2021

3:00-5:00pm

Zoom Meeting

Members Present: Diana Arredondo, Sunny Cooke, Michelle Fischthal, Martha Garcia, Lorenze Legaspi, Jesse Lopez, Will Olmstead, Daniel Ortiz, Jr., Tina-Marie Parker, Nikki Salgado, Sharon Sampson, Christina Sharp, Minou Spradley, Al Taccone

Regional Staff: Molly Ash, Danene Brown, Sally Cox, Tina Ngo Bartel

Guests: Claudia Estrada-Howell, Amertah Perman, Kevin McMackin, Nichol Roe

Minutes

S. Cooke called the meeting to order at 3:02pm.

1. Welcome and introductions

2. Approve minutes from 1.13.21

- Motion to approve by M. Fischthal, second by C. Sharp, **unanimously approved.**

3. Career Pathways: A. Perman reminded the group that the concentration of the Career Pathways workgroup is on the first pillar (Clarifying the Path) with a focus on outreach, alignment, and acceleration. She provided an [update](#) on the following priority projects:

- Program Finder: The Program Finder is an online tool that maps K-12 pathways to community college career education programs. The page is now live and can be accessed at <https://programfinder.com/>. A live demo of the tool will take place at the 3.16.21 Career Pathways workgroup meeting. A series of user group workshops will be held in late April, before the finder is marketed to the public in May. Key features of the tool include:
 - Local administrative control
 - Enhanced Google Analytics
 - Job title search engine
 - Distance filter
- Early College Credit: The workgroup is focused on identifying common language with regional terms and definitions, as well as a regional handbook that will provide promising practices, resources, and regional guidance.
 - Regional Handbook:
 - Purpose: Support a student-centered, equity-based approach to early college credit for career pathway completion.
 - Project Goal: To produce a regional handbook intended to support regional K-12 school, adult education, and community college practitioners in working together to build meaningful early college credit (ECC) opportunities that promote career pathway completion and close equity gaps for students in San Diego and Imperial Counties.
 - Key Components:

- Common definitions
- Essential roles and responsibilities
- Purposes of Early College Credit
- Key components of various strategies
- Key principles and considerations to guide selection and implementation
- Links to additional resources
- A draft outline will be reviewed with the workgroup on 3.16.21 and then the content development and writing will begin. Distribution is targeted for late spring.

4. Work-based Learning: K. McMackin and N. Roe provided an [update](#) on the priority projects for WBL and Job Placement, which include the following.

- **SG21 Framework:** CCCC has added Data Element SG21 into the Management Information System (MIS) that will capture the number of students participating in WBL activities at each college
 - Still a lot of unknown around SG21
 - In its simplest form, the MIS Data Element SG21 is a count of the number of students participating in WBL
 - The goals of the framework are to provide a share definition of the element and ensure consistent data collection
- **WBL Faculty Professional Development**
 - Designed to help faculty incorporate work-based learning experiences into their courses
 - Regional PD in collaboration with Southwestern College
 - Targeting 20-30 hours to align with Flex Credit/Salary Advancement
 - Two working groups have been formed to guide the work
 - WBL Practitioners from WG4
 - Faculty representative from each college
 - Call for resources: if anyone has an example of a best practice they would like to share, please contact K. McMackin.

5. Retention, Success, and Support: T. Ngo Bartel provided an update on the Strong Workforce Faculty Institute. As a reminder, the inaugural Institute served 245 participants and provided an opportunity for faculty to analyze their course level data in an effort to improve their students' retention and success.

- **Culturally Relevant Instruction:** At the conclusion of the Faculty Institute, many of the participants had additional questions and requested further support in implementing their new classroom action plans. In partnership with UCSD Extension, webinar training sessions will be available that focus on culturally relevant instructional practice and leadership to serve diverse adult learners. This add-on training is optional and priority will be given to career education faculty, but will be open to all if capacity permits. Interested participants need to sign up through their career education dean. Topics include:
 - Instructional Practice & Leadership: Conceptual Framework Communication in Postsecondary Education
 - Instructional Strategies for the Digisphere
 - Measuring Up: Assessing Instructional Effectiveness
- **LMI Institute:** This is a professional development opportunity wherein instructors and counselors will learn what LMI is, how to use LMI tools and resources, and how to apply LMI to

their work. Interested participants need to sign up through their career education dean.

Workshop topics include:

- Introduction to Labor Market Information
- Overview of LMI Tools and Resources
- Application of LMI Tools and Resources
- Guided Reflection

6. Sector Refresh Survey: T. Ngo Bartel provided an [update](#) on the sector selection process. As a reminder, the Chancellor's Office has identified eleven sectors; our region will use industry and occupational data to determine which sectors are the priority for our area. The selection process is as follows:

1. Region votes on industry & occupational metrics (Feb-Mar 2021). Metrics include:
 - a. Entry-level wages at or above the living wage
 - b. Median wages at or above the living wage
 - c. Annual job openings (labor market demand)
 - d. # of businesses/establishments in the region
 - e. # of jobs in 2020
 - f. % and # jobs change 2016-2020
 - g. Jobs multiplier
 - h. % of job concentration compared to nation
 - i. Earnings across the whole sector
 - j. % of workers below 35 years old
2. COE conducts analysis basis on metrics selected by the region (Mar 2021)
3. COE presents the analysis to the region for feedback (Apr 2021)
4. COE revises analysis based on feedback (Apr-May 2021)
5. COE present to the region again (May 2021)
6. COE finalizes analysis (June 2021)

7. Other

- [2020/21 ROC Membership](#)
- Communication to constituents: M. Garcia reminded the group of their responsibility to communicate information back to their respective campuses and district offices.

Next Meeting: May 12, 2021

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