



## SDIC COMMUNITY COLLEGE WORKFORCE DEVELOPMENT COUNCIL MEETING

March 12, 2021  
10:30 am - 12:00 pm

Zoom  
**Minutes**

### **VOTING MEMBERS:**

**Javier Ayala**, Dean, Career Technical Education/Workforce Development, Grossmont College  
**Ruishan Chow**, Regional Director, Advanced Manufacturing  
**Jonathan Kropp**, Regional Director, Advanced Transportation and Logistics  
**Connie Lafuente**, Regional Director, Health  
**Jennifer Lewis**, Dean, School of Continuing Education and Workforce Development, Southwestern College  
**Larry McLemore**, Dean, Career & Technical Education, Cuyamaca College  
**Jennifer Patel**, Regional Director, Business & Entrepreneurship  
**Tina Recalde**, Dean, Health Sciences, SD Mesa College  
**Duane Rinehart**, Regional Director, ICT/Digital Media  
**Nichol Roe**, Interim Dean, Career Technical and Extended Education, Palomar College  
**Efrain Silva**, Dean, Economic & Workforce Development, Imperial Valley College  
**Cassandra Storey**, Dean, Healthcare Careers & Community Education  
**Al Taccone**, Dean, Career & Technical Education, MiraCosta College  
**Keau Wong**, Regional Director, Life Sciences and Biotechnology

### **NON-VOTING MEMBERS:**

**Robin Allyn**, WBL Liaison, MiraCosta College  
**Molly Ash**, Manager, Regional Consortium  
**Brandi Bass**, Work-Based Learning Coordinator, Southwestern College  
**Alex Berry**, Program Manager, SD Continuing Education  
**Danene Brown**, Chair, Regional Consortium  
**Heather Cavazos**, Coordinator, K14 Professional Development, Regional Consortium  
**Rob Corona**, MSAP Resource Teacher, San Diego Unified School District  
**Sally Cox**, Executive Director, GCCCD Foundation  
**Robert Chu**, Administrative Support Assistant, Center of Excellence for Labor Market Research  
**Svetlana Darche**, WestEd  
**George Dowden**, Career Education Program Coordinator, Cuyamaca College  
**John Edwards**, Research Analyst, Center of Excellence for Labor Market Research  
**Claudia Estrada-Howell**, Supervisor, Career Center, SD Mesa College  
**Priscilla Fernandez**, Research Analyst, Center of Excellence for Labor Market Research  
**Tasha Frankie**, Assistant Professor, SD Mesa College  
**Ben Gamboa**, Associate Dean, Career Education, MiraCosta College

**Mark Hailwood**, Principal, Valley Center High School  
**Hải Hoàng**, Research Analyst, SD Mesa College  
**Christine Jensen**, K12 SWP Pathway Coordinator, Southwestern Community College District  
**Sasha Knox**, Job Placement Coordinator, SD City College  
**Stephanie Lewis**, Dean, College and Career Transition, SD Continuing Education  
**Philip Lutgen**, Principal, North County Trade Tech High School  
**Ute Maschke**, CAEP Manager, East Region Adult Education  
**Dean Merrick**, CTE & Testing Administrator, North County Trade Tech High School  
**Kevin McMackin**, Director of Strategic Partnerships, Regional Consortium  
**Tina Ngo Bartel**, Director, Center of Excellence for Labor Market Research  
**Alex Ortega, Jr.**, Job Placement Coordinator, SD Miramar College  
**Amertah Perman**, Dean, Career Education and Workforce Development, SDCCD  
**Amy Pimentel**, Career Education Pathways Coordinator, MiraCosta College  
**Jennifer Prado**, K12 SWP Pathway Coordinator, Palomar Community College District  
**Monica Romero**, Associate Dean, CTE, SD Mesa College  
**Monica Rosas**, Coordinator, K14 Professional Development, Regional Consortium  
**Nancy Saks**, Senior Dean, Allied Health and Nursing, Grossmont College  
**Angela Tilley-Ruiz**, Job Placement Case Manager, Cuyamaca College  
**Victor Torres**, Associate Dean, Workforce Development and Non-Traditional Instruction, Imperial Valley College  
**Paula Ann Trevino**, Grade Level Principal, Helix Charter High School  
**Sarah Vielma**, Director, Career and Technical Education, San Diego Adult School  
**Clark Wilson**, Job Placement Coordinator, SD Continuing Education  
**Melissa Woods**, Internship and Workforce Development Coordinator, E3 Civic High School  
**Christopher Yerkes**, Program Specialist, Regional Consortium

#### **D. Brown called the meeting to order at 10:31 am**

1. Welcome/Introductions
2. Approval of February 19, 2021 Minutes
  - Motion to approve by J. Patel, second by B. Gamboa, **unanimously approved** with an amendment to B. Gamboa's title and college.
3. Programs approved by the Deans' Council: A. Taccone announced that the following programs were recommended at the Deans' Council meeting.
  - Imperial Valley College
    - [Residential Electrician](#) - MODIFICATION- CoA
    - [General Electrician Certificate of Achievement](#)-NEW- CoA
  - Palomar College
    - [Child Development Master Teacher: Early Inclusion](#)- MODIFICATIONS- CoA and AS
  - Cuyamaca College
    - [AUTOMOTIVE TECHNOLOGY ENGINE PERFORMANCE SPECIALIST](#)- NEW- CoA and AS
    - [AUTOMOTIVE TECHNOLOGY SERVICE MANAGEMENT](#)-NEW- CoA and AS
    - [AUTOMOTIVE TECHNOLOGY – FORD AUTOMOTIVE STUDENT SERVICE EDUCATION TRAINING \(ASSET\)](#)- MODIFICATION- AS

- [AUTOMOTIVE SERVICE COUNCILS OF CALIFORNIA ASCCA](#)- MODIFICATIONS-CoA and AS
- [Automotive Technology](#)-MODIFICATIONS- CoA and AS
- [AUTOMOTIVE TECHNOLOGY – GENERAL MOTORS AUTOMOTIVE SERVICE EDUCATION PROGRAM \(ASEP\)](#)- MODIFICATIONS- CoA and AS
- [AUTOMOTIVE TECHNOLOGY CHASSIS SPECIALIST](#)-NEW- CoA and AS
- [AUTOMOTIVE TECHNOLOGY ELECTRONICS AND ELECTRIC VEHICLE SPECIALIST](#)-NEW- CoA and AS- Cuyamaca College
- [AUTOMOTIVE TECHNOLOGY DRIVETRAIN SPECIALIST](#)- NEW- CoA and AS
- [AUTOMOTIVE TECHNOLOGY ENGINE PERFORMANCE SPECIALIST](#)- NEW- CoA and AS
- Miramar College
  - [Professional Aeronautics](#)-MODIFICATION- AS
  - [Aviation Operations Management](#)-MODIFICATION-CoA
  - [Aviation Business Administration](#)-MODIFICATION-AS
  - [Open Water Lifeguard AS](#)-MODIFICATIONS-AS AND CoA

#### 4. SWP Implementation Update:

- Data/Research: A. Berry shared that the Data & Research Committee is continuing in its role as an advisory to regional projects. Leadership from the marketing committee and the SG21 team gave updates at the past two Data & Research Committee meetings to help facilitate this role. Additionally, the committee has begun to examine the conversations around equity at each college. This will be an ongoing dialogue. Finally, he shared that the committee is continuing to look for ways to support its members and build capacity for data-driven decision making at the colleges.
- Marketing: M. Ash informed the committee that the Program Finder tool on CareerEd.org has been fully updated. This tool is updated biannually. Additionally, the committee put together a 3-Year Cumulative Report, which details all the projects the marketing committee has done over the past three years and includes metrics achieved. The report can be found [here](#). Current projects include: a K-12 landing page on CareerEd.org, moving forward on the Preferred Provider project, beginning the region’s fall enrollment campaign, and analyzing the outcomes from the Back2Work campaign.
- Career Pathways (K-12): A. Perman shared that the K-14 Program Finder tool is now in a soft launch phase. The workgroup is focused on developing user workshops, which will take place in April. The public launch will happen in May. There will also be a live demo of the tool at the March 16, 2021 workgroup meeting. In regards to Early College Credit, A. Perman said that workgroup would be reviewing an updated version of the Early College Credit regional definitions at the March 16, 2021 workgroup meeting. Additional feedback will be available after that. Anyone who would like to participate in the discussions or give feedback can reach out to her. The final outline for the regional early college credit for career pathway completion handbook will also be discussed at the March 16, 2021 workgroup meeting. A first draft will be available in April for the workgroup to review. This will be followed by a broader review in the region. Additionally, she shared that the Career Pathways workgroup is updating its membership. The objective is to make sure K-12, Adult Ed. and community colleges all have meaningful representation in the workgroup.
- MS/HS Engagement: A. Perman also informed the committee about the Middle School/High

School Advisory group that meets biannually. This subgroup met on March 4, 2021 and discussed parent engagement events at Grossmont Union High School District and Carlsbad Union School District, the K-14 Program Finder mapping tool, and the San Diego County Office of Education (SDCOE) and the San Diego & Imperial Counties Community College WBL Needs Assessment Survey.

- Career Pathways (Adult Ed & Noncredit): M. Rosas shared that the CTE Course Mapping trainings for the Adult Ed. consortiums took place on February 8, 2021 and March 4, 2021. The second session included a discussion on the categorizing and coding that took place between session one and two. A third training will take place on April 7, 2021. WestEd. will be assisting.
- Pathway Navigation: C. Estrada-Howell said that the March 5, 2021 community of practice (CoP) event was a success. The focus of the event was equity and identifying student challenges. The next project for the workgroup is reviewing the 90-day reflections, which will be due in April.
- WBL/Job Placement: K. McMackin shared that the colleges are continuing to demonstrate their WBL & Job Placement process at workgroup meetings. Mesa College and SDCCE will be demonstrating at the March 17, 2021 workgroup meeting. The workgroup is also drafting the SG21 framework. It will be shared soon as a resource for the colleges to support the implementation of SG21. The workgroup is also developing WBL professional development in collaboration with Southwestern College and other partners in the region. K. McMackin sent out a WBL resources request to gather WBL resources for this project. Resources can be submitted [here](#).
- Employer Engagement: K. McMackin informed the committee that the workgroup is continuing to focus on internal practices for employer engagement and their implementation. He also announced that N. Lovejoy, G. La Estrella, and R. Chow have been added to the planning team to help develop content for the Employer Engagement meetings.
- Retention, Success & Support: T. Ngo Bartel presented two upcoming add-on trainings for the Strong Workforce Faculty Institute. First is the Culturally Relevant Training, which was developed in response to the needs mentioned in the action plans submitted by the participants from the first Faculty Institute. The training will have two parts. Part one, is four webinar-style workshops taking place April 26 through April 29, 2021. Part two, is monthly reflection sessions for each college May through July, hosted by UCSD Extension. The second add-on training is the Labor Market Information (LMI) Institute. This institute will consist of three webinar-style workshops May 3 through May 5, 2021 and guided reflection sessions May 6, 27 and June 17, 2021. The full presentation can be found [here](#). She also announced that the next Faculty Institute cohort will begin in February, 2022.

#### 5. Regional Director Updates:

- CADENCE Program: R. Chow presented the CADENCE Program, which is looking for ten colleges to place 2 student interns and 1 faculty extern at California defense manufacturing community consortium firms. The faculty externships and student internships are paid. The RFA for this program is due April 16, 2021. The program flyer can be found [here](#).
- ServiceNow NextGen Program: D. Rinehart presented the ServiceNow NextGen Program. Colleges have the opportunity to set-up ServiceNow NextGen certification program for their students. This free program is focused on getting students hands on experience in the IT field. Additionally, ServiceNow is offering an apprenticeship program. The program documents can be found [here](#). D. Rinehart asked anyone with interest to reach out to him and K. McMackin.
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#### 6. CCCAOE Update: J. Patel presented an update on CCCAOE. She shared information about the spring

2021 conference, an operational update, the July 2020 strategic planning retreat, membership engagement, advocacy, professional development, important links for conference attendees, statistics from the current conference, plans for the fall conference and other CCCAOE sponsored events, and CCCAOE board elections. The full presentation can be found [here](#).

7. Sector Investments Community of Practice: K. McMackin shared that region is facilitating CoP meetings to support the colleges that have applied for sector investment RFAs. These meetings will be by sector and include college faculty working on the projects, CE Deans, and the Regional Directors. The Sector Investments CoP chart can be found [here](#).

The meeting adjourned at 11:37 am

Next meeting: **Friday, April 9, 2021. Zoom.**