Regional Oversight Committee
Wednesday, May 12, 2021
3:00-5:00pm
Zoom Meeting

Members Present: Diana Arredondo, Sunny Cooke, Michelle Fischthal, Marshall Fulbright, Martha Garcia, Lorenze Legaspi, Jesse Lopez, Will Olmstead, Daniel Ortiz, Jr., Tina-Marie Parker, Nikki Salgado, Sharon Sampson, Christina Sharp, Minou Spradley, Denise Whisenhunt
Regional Staff: Molly Ash, Danene Brown, Sally Cox, Tina Ngo Bartel
Guests: Taylor Dunne, Claudia Estrada-Howell, Kate Gallagher, Amertah Perman, Kevin McMackin

Minutes

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

1. Welcome and introductions

2. Approve Minutes from 3.10.21
   - Motion to approve by S. Cooke second by C. Sharp, **unanimously approved.**

3. Advancing San Diego Presentation (20 mins)
   - Kate Gallagher, Senior Manager, San Diego Regional Economic Development Corporation, presented an update on the Advancing San Diego grant. The goal of the grant is to prepare San Diegans for quality jobs via locally-serving education institutions, and expand access to diverse, qualified talent for San Diego companies through communication, adaptation, and access. The full presentation can be found [here](#).

4. Work-based Learning: K. McMackin provided an [update](#) on the priority projects for WBL and Job Placement, which include the following.
   - **SG-21 Glossary/Framework**: While there is still a lot unknown around SG21, in its simplest form, it is a count of the number of students participating in WBL in the following ways:
     - A: Preparing for employment
     - B: Applying learning in practical experiences
     - C: Building career awareness
     - N: Did not participate
     - X: Unknown

     He reminded the group that a framework was developed to establish regionally agreed upon procedures and goals for the SG21 MIS data element and the work-based learning (WBL) data collection processes essential to the data element. The framework components are as follows. Anyone with questions or feedback can email K. McMackin directly.
     - Purpose
     - Work-based Learning Definition
     - Work-based Learning Glossary
     - Process for Adding WBL Experiences to the Glossary and Amending the WBL Definition
     - Recommended Research Questions to Consider Ahead of Data Collection/Reporting
     - Framework for WBL/SG21 Data Tracking and Reporting at the Sub-Category Level

- o Regional Consistency in Sub-categories

The framework has been released to the deans and the Data & Research Committee and will be shared with other stakeholders moving forward.

- **Professional Development Course:** Designed to help faculty incorporate work-based learning experiences into their courses with an increased awareness and understanding of:
  - o The WBL Continuum
  - o Equity in WBL
  - o The MIS SG21 data points
  - o How to incorporate WBL into the classroom
- Pilot details are as follows:
  - o 1-3 faculty members per college
    - Identify participants by 5.28.21
    - $500 stipend is available for up to two participants per college
  - o Anticipated pilot start- 6.14.21
  - o Approximately 20 hours to complete PD
  - o Asynchronous format with time-specific deliverables
  - o 45 days to complete
  - o Participants will complete surveys to provide feedback (15-20 minutes)

5. Retention, Success, and Support Updates: T. Ngo Bartel gave the following updates on the projects relation to student retention, success and support. As a reminder, the inaugural Faculty Institute kick-off event was 2.28.20. The goals and objectives of the Institute were to:
  - o Foster strong collaboration and engagement among faculty, researchers, and deans
  - o Encourage self-reflection, inquiry, and research-based decision-making
  - o Inspire teaching and learning from a culturally inclusive perspective
- Culturally Relevant Instruction: In partnership with UCSD Extension, webinar training sessions were available in April that focused on culturally relevant instructional practice and leadership to serve diverse adult learners. This add-on training was optional and priority was given to career education faculty, but was open to all if capacity permitted. 83 faculty, counselors, and staff registered. Along with guided reflection sessions, topics included:
  - o Instructional Practice & Leadership: Conceptual Framework Communication in Postsecondary Education
  - o Instructional Strategies for the Digisphere
  - o Measuring Up: Assessing Instructional Effectiveness

Resources can be found here.
- LMI Institute: to address the need for more LMI training for faculty and counselors, a professional learning opportunity called Rethinking Labor Market Information for the Student Experience was held in May. Eighty six faculty, counselors, and staff registered. Along with guided reflection sessions, the learning included:
  - o Introduction to Labor Market Information
  - o Overview of LMI Tools and Resources
  - o Application of LMI Tools and Resources

Resources can be found here.
- Faculty Institute 2nd Cohort: The 2022 cohort kick off date is 3.11.21. The event will be held at the Sheraton, San Diego Hotel and Marina.

6. Sector Investments Community of Practice: D. Brown shared that a series of Community of Practice events led by the Regional Directors were offered as a follow-up to the sector investments. She stated that the colleges

requested the opportunity to collaborate with each other on ideas and activities and noted that these events will be on-going. She also shared that there was a request for a regional repository that would store curriculum and other resources.

7. Sector Selection Refresh Findings: T. Ngo Bartel presented the Sector Selection and Analysis report that will be used to help select the region's new sectors. She noted that there are two ways to define these sectors; by NAICS (North American Industry Classification System) codes (used for classifying businesses) and by SOC (Standard Occupational Classification) codes (used for classifying occupations). The report considers both types of codes. Sectors were analyzed using the following metrics by both percentage changes and absolute numbers:

      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 (2010-2020)
      G. Jobs multiplier
      H. % of job concentration compared to nation
      I. Earnings across the whole sector
      J. % of workers nearing retirement age
      K. Automation index

The report contains three section: analysis by NAICS codes, analysis by SOC codes, and sector rankings. The full report and findings can be found here. Next steps are as follows:

- Region votes on industry & occupational metrics (Feb-Mar 2021)
- COE conducts analysis basis on metrics selected by the region (Mar 2021)
- COE presents the analysis to the region (e.g., WDC, ROC, Deans' Council) for feedback. COE revises analysis based on feedback (Apr-May 2021)
- Regional Consortium and COE host a town hall to discuss community colleges' role in each sector (Jun 4, 2021)
- COE captures recommendations in final report (Jun 30, 2021)

8. Economic Impact Report (CTE Only): D. Brown shared that the region she is working with Emsi on a region-wide Career Education (CE) Economic Impact Report that will provided valuable information on the impact of CE in San Diego and Imperial Counties. The report will include regional findings, an executive summary, a fact sheet, and power point as well as an executive summary and fact sheet for each college. The goal is to start this project during the summer.

9. Other
      a) 2020-2021 ROC Membership: S. Cooke reminded the group of the current ROC membership.
      b) 2021-2022 Calendar: M. Ash shared the 2021-22 fiscal year calendar. Outlook invites will be forthcoming.
      b) Communication to constituents: M. Garcia reminded the group that of their responsibility as ROC members to communicate the information that is presented and discussed at these meetings back to their local stakeholders.

Next Meeting: September 8, 2021

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