

MEETING MINUTES – Wednesday, November 3, 2021, 1:00 – 2:30 pm

A. Berry called the meeting to order at 1:03 pm.

Attendees: Tina Ngo Bartel, Golnoosh Behrouzian, Alexander Berry, Danene Brown, Katie Cabral, Brittney Carroll, Robert Chu, James Clifton, John Edwards, Priscilla Fernandez, Benjamin Gamboa, Hai Hoang, Jessie Kaffai, Michael Large, Jessica Luedtke, Rachel Miller, Amertah Perman, Harry Red, Jesus Rivas, Victoria Rodriguez, Nichol Roe, Monica Romero, Veronica Rosales, Christopher Yerkes, Oliver Zambrano

1:03 pm Introductions and Check-in

1:05 pm Perkins V Regional Comprehensive Needs Assessment

Voltera interviewed 24 organizations and 24 individuals via semi structured interviews.

General Trend Findings:

- Need for greater understanding, training, and treatment for trauma
- Life events (deaths, losing housing/jobs, etc.) greatly affect community college participation
- Need for ecosystem building to reduce duplication of efforts and increase follow up with special populations and partners
- Community College service are difficult to navigate for special populations (websites are not easily accessible, access to braille documents for the blinds, etc.)

Other details:

- Practical adjustments are very important (e.g., including a table for campus disability office at hiring events)
- Building trust is very important as most individuals are wary because services have failed them in the past
- Certain minority populations, such as Native-American tribes, are hard to get interviews with
- 60% of individuals interviewed were from minority populations, 30% of organization interviewed were serving minority populations

1:37 pm Faculty Institute RFA

Faculty Institute Components:

- Regional professional development events
 - Bay Tower at the Sheraton San Diego Hotel and Marina
 - Kickoff: March 11, 2022
 - Wrap-up: September 16, 2022
- Faculty Institute assignment (also known as the online form)
 - Each participant will have an individual google doc link to utilize the form
- Monthly check-in meetings to review assignment
- Institutional research office work

Stipends

- Up to \$2,000 for each faculty member
 - \$250 for each professional event = \$500
 - \$1,500 for completed assignment

Recruitment

- Minimum of 15 new faculty members
- Up to 5 returning faculty members
- Maximum of 25 faculty members
- Submit letters of commitment by January 31, 2022

Monthly Check-in Meetings

- College-facilitated check-in meetings will help faculty complete their assignments
- Faculty Institute participants (faculty) must complete the assignment by September 14, 2022
- Each college must assign a project lead to help coordinate and plan meetings

Institutional Research Office Work

- Colleges must assign 1.0 FTE researcher for two years
- Researchers attend monthly Data and Research Committee
- Institutional Research Administrators adding quarterly strategy meetings with the Regional Consortium
- Up to \$100,000 to support institutional office work

RFA Timeline

Date	Milestone
Nov 5	Letter of Intent due to Regional Consortium
Nov 8 – Dec 17	Consultation meetings with Regional Consortium
Dec 17	RFA Response From due to Regional Consortium
Jan 31, 2022	Submit faculty letters of commitment to John Edwards and faculty names in Google Sheet
Mar 11, 2022	Kickoff professional learning event
Sep 14, 2022	Faculty Institute assignments due
Sep 16, 2022	Wrap-up professional learning event

Budget Section in RFA

- Phase 1 Budget: January 1 – June 30, 2022 (Up to \$25K)
- Phase 2 Budget: July 1, 2022 – June 30, 2023 (Up to \$125K)

1:55 pm Action Research

Key takeaways for turning research into action:

- Capacity is a big constraint
- Reports must be produced that so they can be presented by people that are receiving the product
- Need a way to measure interventions and how people are using data and reports that are delivered
- Potential future topic: creating support for institutional research offices through the Regional Consortium

2:28 pm Roundtable Updates

COE updates:

- The COE is performing a daycare study and water/wastewater report.
 - Kickoff meeting for daycare study in January, kickoff meeting TBD for water/wastewater
- The COE is also working on a rubric for program recommendation process to be presented to the D & R committee
- Survey Training and Quantitative and Qualitative Training will be in the first and second week of December

Regional Equity Project updates:

- San Diego Workforce Partnership and B. Gamboa on getting one-pagers sent out to colleges. Conversations are being had with districts to act on behalf of the colleges.
- Three populations that are being pulled from
 - Black students who successfully completed a CTE award
 - Black students that did not complete a CTE award but listed a CTE program or education goal
 - Black students that began matriculation processes who had identified a CTE goal but did not complete matriculation into the college

Meeting update:

- Meetings will be switched to the second Wednesday of each month.

2:38 pm Adjourn