

Work-based Learning & Job Placement Inventory 2018-19
Update for Work Group 4 Members
November 19, 2019

Summary of Inventory Effort

Goal: To identify and track all *work-based learning opportunities offered* and the number of *students served* by those opportunities and *number of students placed in jobs* during the **2018-19** academic year.

Audience: The following individuals will receive the email requesting they complete the inventory

- ⇒ **Classroom Faculty** including all CE and non-CE
- ⇒ **Department Chairs**
- ⇒ **Program Staff including:**
 - Career-related services (e.g., career center, employment office, work study, experiential learning)
 - Special programs (e.g., EOPS, Puente Project, MESA, California Promise, CalWORKs)

Current Status

COLLEGE	# Inventory Submitted (as of 11/18/19)
Palomar College	14
San Diego Miramar College	9
Grossmont College	6
San Diego Continuing Education	2
Cuyamaca College	1
Imperial Valley College	0
MiraCosta College	0
San Diego City College	0
San Diego Mesa College	0
Southwestern College	0
TOTAL	32

Timeline

- ⇒ **Training:** Monday, 11/4/19 – college contacts received virtual training on inventory administration
- ⇒ **Outreach and Administration:** Week of 11/4/19 – college contacts set up email distribution lists, create a tracking document, and send emails with survey link to faculty, department chairs, and program staff
- ⇒ **Data collection and survey completion:** 11/4/19 through 12/13/10
- ⇒ **Updates:** Bi-weekly (or by request) WestEd will provide updates to college contacts on who has completed the inventory (list of email addresses to college contact)
- ⇒ **Close:** Friday, 12/13/19 - inventory closed