

San Diego Mesa College Strong Workforce Committee Meeting Minutes

December 12, 2019
3:00 p.m. – 4:00 p.m., LRC-435

ATTENDEES	In Attendance	Absent
	Amanda Horner	Ailene Crakes
	Corrine Huber	Amanda Johnston
	Danielle Lauria	Blythe Barton
	Jeaneal Davis	Claudia Estrada-Howell
	Karla Trutna	Danene Brown
	Michelle Toni Parsons	Hai Hoang
	Monica Romero	Janue Johnson
	Rachel Russell	Johanna Aleman
	Raquel Sojourner	Katlin Choi
	Shawn Fawcett	Leticia Lopez
	Tasha Frankie	Mariam Kushkaki
	Tina Recalde	Mark Manasse
		Melanie Baeza-McCray
		Pavel Consuegra
		Robert Wong
		Sahar King

CALL TO ORDER: By M. Romero at 3:05pm in LRC-435

- Welcome / Review and Approval of Minutes / Introduction of New staff
- Rachel and Monica are tag teaming on the Master Planning Taskforce
 - Rachel will send an update
- Minutes 11/14/19 – Committee approved the minutes
 - Motion to approve: Toni motioned, Raquel seconded
 - Tina abstained because she wasn't at the last meeting

ACTION ITEM:

- NONE

CONTINUING BUSINESS:

- Committee Workgroups Updates
 - Budget & Allocation
 - Monica reviewed the [3-year plan](#) approved at last meeting
 - Monica met with Lorenze - he's excited and liked ranking criteria
 - Suggested using 'impact' rather than 'return on investment', to seem less business-y
 - May be integrated in 2021-2022 (as also noted on the plan)
 - Many of the questions are those he is also interested in incorporating into BARC

- [Supplemental Questions](#)
- Budget/Allocation workgroup met and allocated to programs that did not receive BARC or Perkins funding – [see list here](#)
 - There was some back and forth with departments to make modifications to list of those who still needed funding; it is a fluid list until the end of budget close out
 - Had \$37K, ended up spending \$18K
 - Thanks to Tina and Perkins for funding the bulk of CTE; almost every CTE program that put in a request for BARC and Perkins was funded
 - It was a transparent and collaborative process
- New CTE Programs
 - Will be meeting on January 9th
- CTE Advisory Committees
 - Will be meeting on January 9th
- SW and Equity
 - Workgroup has not scheduled its 3rd meeting yet, but will do shortly starting in January
 - The focus will be employer engagement and equity gaps
 - Students who receive financial aid and veterans benefits being able to access CTE Programs when they already have degrees and certificates
 - What can be done on campus to communicate this issue, advocate for the appeals

ACTION ITEM:

- Corrine will help schedule meetings and pull together documents and information for New CTE Programs and Advisory Committee

NEW BUSINESS:

- WBL Champions Program [handout](#)
 - The purpose is to recognize faculty that participated in work-based learning each semester, highlight a student, thank industry partners and highlight different types of activities happening across campus
 - Pam has agreed to give the award to faculty member at Convocation
 - Award will be given to a different faculty member each semester
 - SWC will vote on faculty member for Spring (first award)
 - After that, voting will be open to the whole campus
 - Initially the nominees will be from the faculty that have participated in WBL activities with the WBL Office (Phase 1), next semester it will be open to nominations that haven't worked with WBL office (Phase 2)
 - Asking faculty to nominate a student that had an impactful WBL experience
 - Student nominations will be reviewed and voted by SWC
 - Recognize employees from industry who worked with WBL on campus or on site, certificates of appreciation signed by Pam, to reinforce their participation on campus
 - Next semester, will be asking campus who they have worked with/who has come to campus or been part of a WBL event with them or students
 - Recognition is different from what the District does
 - Link to [WBL Champions page](#)

ACTION ITEM:

- WBL Champions page to be updated with list of faculty and industry employees with active nomination links to be sent out

STANDING ITEMS:

- Master Planning Taskforce – Rachel: “Mesa 2030; (Subtitle TBD)”

- Attended on 11/19/2019
- Goal was to come up with name and objectives
- Planning for the future
- During the Holiday luncheon there will be boards in the cafeteria where the consultants will have interactive panels for students/faculty/staff to answer open ended questions on what should be focused on for 10 year master plan.
- Rachel to report on this to update each meeting
- Regional Workgroup Updates
 - Data/Research – Hai:
 - As mentioned last time, the committee will serve as the filter for external / state data request (ensure the validity of the request and make sure the request will reach appropriate channels). A regional research request form is being developed.
 - A document to clarify key data elements required by the Comprehensive Needs Assessment for Perkins is being developed. You can see here <https://docs.google.com/document/d/1Bhq80DWNXVOI8yV2oCszQ9CHCVWqB6pr/edit>
 - Remind faculty to submit the intake form for the Faculty Institute
 - IE team is developing the materials for the "Mesa requirement" of the Faculty Institute
 - Pathways Navigation – Shawn (for Claudia):
 - Regional project morphed into Guided Pathways
 - The workgroup met twice in the past 2 weeks to discuss the action plan
 - Need more faculty on workgroup
 - Work-Based Learning/Job Placement – Shawn:
 - Regional workgroup has been working on process maps over the past year and are looking for feedback
 - Link to process maps [here](#)
 - Marketing – Danene:
 - Nine colleges are making progress on collecting and tracking application data based on referrals from CareerEd.org. One college has a problem with the internal structure of their website, but they are working to find a solution. The Improving the Student Enrollment Experience (ISEE) project continues to progress. Grossmont, Cuyamaca, and MiraCosta's websites have been handed off to the colleges for internal socialization; their launch date is tentative. Imperial Valley and Palomar have both launched their partial engagement projects, and have made significant progress.
 - The regional Career Education website (www.careered.org) has been updated to include a new section for noncredit classes (<https://careered.org/free-noncredit-career-training/>), as well as the addition of all Career Education programs to the program finder (<https://careered.org/college-program-finder/>).
 - Student Success & Retention – Tasha:
 - 25 faculty have signed up to participate in SWP Faculty Institute
 - Kickoff event will be held on Feb. 28th, 2020 and a follow up event will be held on Sept. 25th, 2020
 - Committee will meet monthly at Mesa to work on the project (March, April, May, early June)
 - Data from researchers, for individual classroom level data
 - Tasha explained the Project – there are monthly due dates and the final project is due July 31st
 - She will find out if the project be completed early

ACTION ITEM:

- Tasha to find out if SW Faculty Institute projects can be completed early.

PROGRAM UPDATES/ROUND TABLE

- Carla (Outreach) reported that Outreach is prepping for Spring with pre-enrollment workshops and going to feeder high schools to get students onboarded, working closely w/ Counseling, starting Mesa Info Nights (calling it The Path to Mesa College)
- Raquel (Counseling) reported that Counseling is working on developing marketing and informational guide for a career readiness tool for students
- Danielle (Medical Assisting) reported that they are working with Outreach to send out email blasts to organize a recurring open house event in Spring and Fall for prospective students to explore all programs, and hope to hold the first (pilot) event in March/April
- Rachel (GIS) reported that this was a good semester for GIS students finding jobs, working with Web Development to have an open house event for students to demonstrate their work (4/25)
- Shawn (WBL) Web development and (Multi Media?) are interested in holding an open house during Jumpstart; CareerFest is March 9-12
- Toni (Math) was wondering how AB 705 is effecting students in CTE courses. Students are being placed higher in math courses; requirements for associates is satisfying a math competency only, with no required course or level. Are math skills missing? What is the appropriate prerequisite?
 - Allied Health program – Tina hasn't heard of any current issues, but previously heard challenges with students calculating dosages of medications (even with prerequisite math courses required)
 - CTE could gather data about equity gaps
 - Have a year and a half of placement data to examine, possibility examine through SW Faculty Institute
- Amanda (Business) on maternity leave in Spring
 - Adjunct faculty member Pat Myers will help facilitate online PACE program, ADT
 - University of Redlands program: They will start offering their classes on Mesa campus in Spring. Students who plan to transfer to complete their bachelors can stay and complete their degree on Mesa campus. It is only for Business right now, offering 8 week courses, 4 hour block, one night a week. Students can start taking classes once they have at least 40 units of their associate's degree. Amanda will send the flyer to Monica
 - Shawn asked about an SDSU online business program advisor on campus, information TBD, Shawn to follow up

ADJOURNMENT

- Meeting was adjourned at 3:57pm

Meeting Dates for 2019-2020

3:00 pm – 4:30 pm, Room LRC-435

- February 13
- March 12
- April 9
- May 14

Submitted by: Corrine Huber

Approved on: _____