21st Century Skills Subgroup: Tasks Remaining
Thursday, 11/8/18, 1-2 PM
Miramar College, Room L-107
TODAY'S AGENDA: ITEMS 1-5b

1. Welcome and Introductions

2. Determine if post Workgroup 3 meeting time (1-2 pm) works for the subgroup

3. Determine if a sufficient number of faculty responded indicating their interest in presenting best practices at the 2019 Regional Skills Symposium. If a sufficient number responded:
    a. Develop an "information" form to collect the faculty member's institution, discipline, skill being proposed for presentation, a summary of their 1-hour presentation, and?
    b. Create a rubric or other system for determining which faculty to invite to present at the Skills Symposium, ensuring a representation of skills, disciplines, and institutions
    c. Decide upon a location, date (not 4/18 & 19/19, re: New World of Work Regional Training), and time for the Symposium
4. Should there be insufficient faculty interest to warrant a Regional Skills Symposium, discuss alternatives. Some ideas:
    a. Symposia only at colleges with significant faculty interest – advertised region-wide?
    b. Zoom presentations, recorded, for synchronous and asynchronous viewing?
    c. Reallocate funds for professional videos of faculty skills lessons; post on 3CMedia?
    d. Reallocate funds for creation of regional Canvas class to house materials?
    e. Additional Ideas?
5. Summarize the 21st Century Skills survey findings so they may be presented at each college's Flex/Professional Development Week in January
    a. Does West Ed summarize the results? When available?
    b. Identify presenters at each college
        i. Single Points of Contact for the Assessment Project?
        ii. Members of Workgroups 3 and 4 at each college – specifically identified?
        iii. Other?
    c. Include opportunity to discuss implications, next steps in the presentations
    d. Add spring professional development opportunities in the presentations
    e. Disseminate presentations to presenters
    f. Presenters collaborate with Professional Development Coordinators at each college
6. Develop plan for marketing professional development opportunities
    a. Regional Skills Symposium or Skills Symposia at specific colleges – open to all
    b. Or other delivery method per above discussion (videos, Canvas, etc.)
    c. New World of Work Training on April 18 and 19, 2019
        i. Possibly at Miramar College, pending discussion at 11/29/18 Directors' meeting
        ii. Four CE faculty per college, pending discussion at 11/29/18 Directors' meeting
    d. CareerSpots Career Ready Guide
        i. Eight skills lessons online to be accessed by 15,000 students, region wide
        ii. Likely 1,500 per college, pending discussion at 11/29/18 Directors' meeting
    e. Fall 2019 Opportunity: If Regional Skills Symposium or Skills Symposia are held:
        i. Market the opportunity for faculty to earn $500 stipend by creating a skills lesson for instruction in the fall of 2019
        ii. Develop an information sheet and rubric for ranking skills lessons received
7. Determine next steps for continuing to embed 21st Century Skills into classroom instruction

8. Adjournment