**San Diego and Imperial Counties Region**

**MINUTES**

**SWP Data & Research Committee meeting**

**October 4, 2017, 2-4pm**

**SDCE - 8355 Aero Drive, San Diego, CA 92123 - Admin Office Room 115S**

Present:

* Tina Ngo Bartel, COE Director
* Jose Carrillo, Researcher at IVC
* Marie Vicario, Faculty at SWC
* Susan Garland, CTE at Palomar
* Victor Castillo, DSN
* Cathy Hasson, Researcher at SDCCD
* Leroy Brady, DSN
* Javier Ayala, CTE Dean at GCC
* Mollie Smith, Regional Consortium Chair
* Zhenya Lindstrom, Associate Dean at MCC

Data & Research Committee Goals:

1. Developing a structure/system for the research process
	* Establishing criteria of which projects go to the committee versus projects that just go straight to COE or institutional researchers
	* Revisiting and defining the region’s research agenda or identifying common research needs for the region
2. Providing feedback for the PY17-18 SWP-funded research projects
3. Reviewing new, prospective research projects and in that review, we:
	* Provide ad hoc consultation on research-related items for the region
	* Refine and define the actual research plan for the new research project
	* Determine the region’s role in interacting with those new research projects
	* Validate whether there’s capacity to do those new research projects
	* Confirm that the research matches SWP criteria/needs before moving forward
	* Make recommendations to WDC, and then ultimately to ROC
4. Providing interpretation for data

Meeting Schedule and Locations

* Wed, November 8, 2017 – 2-4 pm: Miramar College
* Wed, December 6, 2017: Miramar College

ACTION ITEMS:

* Need online access for this committee meeting

COE Research Plan:

Gap analyses:

* Regional annual report from the COE (labor market gap assessment) – funded by COE grant
* What are the occupations in the sectors that need our attention
* Are these still our priority and emergent sectors? Or should we bring additional sectors?
* Re-evaluate the sectors
* How does the project relate to SWP proposal
* Inform program review
* Address support sectors (2)

Emerging Occupations

* Industry won’t be able to talk about emerging occupations but rather the skills that people will need

Program evaluation:

* Assess capacity of programs that need to address labor market needs
* Understand the differences between programs at different colleges
* Take on one project that addresses emerging area like cybersecurity, review existing programs across colleges and develop aligned curriculum
* Make this project #2 (big picture)