



Regional Oversight Committee

Wednesday, April 17, 2019 3:00-5:00 Mesa

College, Health Building, Room S-305

Members Present: Glyn Bongolan, Danene Brown, Stephanie Bulger, Sunita Cooke, Michelle Fischthal, Margie Fritch, Deedee Garcia, Jesse Lopez, Cindy Miles, Jessica Robinson, Jose Velasquez

Regional Staff: Sally Cox, Mollie Smith, Christopher Yerkes

Guests: Claudia Estrada-Howell, Tina Ngo-Bartel

Minutes

C. Miles called the meeting to order at 3:07 pm

1. **Welcome and Introductions**

2. **Approve Minutes from 3.20.19**

- Motion to approve by M. Fritch, second by C. Miles, **unanimously approved.**

3. **SWP Implementation**

- Career pathways
 - \$164M K-12 Component: S. Cox reported that the K-12 Selection Committee met on 4.15.19 to start working through the complicated process. She shared that there was an initial proposal by a committee member to allocate funding based on ADA, but the committee decided to move forward with a competitive grant process. S. Cooke asked if the LEAs are required to achieve outcomes with this funding and if those outcomes have been made clear to them. S. Cox said yes and that the outcomes are similar to the strong workforce outcomes. S. Cox shared that the application process has been a learning experience because it did not highlight the strongest aspects of the program, like social mobility and helping low-income students access pathways. S. Cooke asked if the committee is honoring the 25% allocation to Imperial Valley and S. Cox confirmed it did.
 - Middle/High School Engagement: J. Lopez reported that the Middle/High School strategic planning session was well attended by workgroup members as well as CTE coordinators from K-12. The goal of the meeting was to remind the group of the achievements to date as well as to create overarching goals moving forward. M. Fritch asked if there was an option to use regional funds to provide transportation for smaller schools to attend regional events. M. Smith said no, but suggested that colleges use local funds, or contact H. Cavazos and M. Rosas or the DSNs to see how they can support those activities. C. Miles said that using regional funds on discretionary spending was not sustainable.
 - Adult Education/Noncredit: M. Smith reported that the Adult Education/Noncredit workgroup had their first strategic planning session on 4.9.19 with wide representation from throughout the region. She shared that a call was put out for two co-chairs, one from Adult Ed. and one from Noncredit. M. Smith said that Suzanne Sebring will represent Noncredit and one is still needed from Adult Ed. M. Fischthal asked if there was clarity on the difference between the terms Adult Ed. and Noncredit. M. Smith said that clarity had not been achieved yet. M. Fischthal said the terms mean something different depending on the region and that she wants to ensure that we are referring to each correctly.
 - Data Research: T. Ngo Bartel shared that the workgroup is currently reviewing regional

research projects and Tableau tools that will assist the DSNs, and the Retention, Success, & Support and Employer Engagement workgroups in their work. S. Cooke asked if we are able to disaggregate the data we currently have in order to identify ethnicity, gender, etc. T. Ngo Bartel said that we do not have that capacity at the local level—only at the regional level through LaunchBoard and that data is lagged. However, the Retention, Success, & Support project should help faculty and institutional researchers understand and disaggregate that information at the program level.

- Pathway Navigation: C. Estrada-Howell reported that the first set of progress reports for intake, career planning before education planning, and differentiated orientation have been submitted. She also said that the first virtual engagement webinar focused on intake was held on 4.17.19 and was well attended. Currently scheduled webinars include career planning before education planning on 4.18.20, and career exploration with Valencia College on 4.30.19. S. Cooke asked how the webinars are being marketed. C. Estrada-Howell said she sent emails to team leads, campuses, and deans. She stated that webinars are being recorded and stored in the resource library. C. Estrada-Howell shared that the next Community of Practice (CoP) event would happen in June and will be held virtually so that more instructional faculty can participate. C. Miles asked if there was representation from each college attending the CoP events and Claudia said there is.
- WBL and Job Placement: M. Smith shared that the mapping processes are in process. She reported that almost half the WBL/Job Placement coordinators have been hired and encouraged the other colleges to move those positions forward. She said that Shawn Fawcett, Mesa College, is leading a CoP for the WBL and JP Coordinators. M. Smith shared an idea for a new investment that focuses on the delivery of 21st Century Employability Skills. While there is a current project addressing this area, it is dependent on faculty voluntarily engaging. The new investment will focus on systematic integration. She shared that once the idea has been further developed and vetted, it will be brought back to ROC.
- Employer Engagement: M. Fritch shared that the group has not met since the last ROC meeting but that the work is continuing. She stated that the DSN's are actively involved in the workgroup and that they are working on their sector profiles and determining their sector strategies. She said that each DSN has been tasked with bringing one industry associate to the workgroup.
- DSNs: M. Smith shared the DSN workplan template. She highlighted that the DSN priorities are to develop a sector profile, create a sector strategy, and to engage industry. M. Smith shared that there are ongoing discussions at the State level about the role of the DSN. Some now agree that the work required by the SDI DSNs is what needs to be accomplished first. C. Miles asked for a further explanation about the interest in the DSNs. M. Smith explained that there are differing expectations from multiple stakeholders about the DSN role in the region. C. Miles shared concern that the image of DSNs could be hurt by legacy perceptions. M. Fritch said that DSNs at Palomar are required to give time and effort reports. M. Fischthal said that it should be required on the regional level since they have a regional focus.
- Marketing: D. Brown gave the marketing update. She shared that Civilian met with the Employer Engagement group on 4.15.19 to discuss a general regional career education brochure that can be used to engage employers. The Spanish version of Careered.org (<https://careered.org/es/>) was live. Campus photoshoots have been completed and that final selections and edits are being made. The Noncredit Workforce Task Force meeting was held on 4.8.19 and that a half day retreat has been scheduled for July in order to finalize the marketing strategy for noncredit. Civilian will be in attendance at the 5.15.19 ROC meeting to present on Year 1 outcomes and Year 2 strategy. S. Cooke asked when they would be presenting to SDICCCA. D. Brown and M. Smith said that June would be ideal as they are presenting to the other stakeholder groups in May.
- Student Retention, Success and Support: T. Ngo-Bartel shared information on the proposed San Diego Imperial Regional Strong Workforce Program Institute: Rethinking the Student Experience for Retention & Success. The project is designed to inspire faculty to think about

student outcomes. The objectives are to 1). increase retention, persistence, and completion, 2). teach faculty how to use data to better inform those outcomes, and 3). upon completion, faculty will provide regional promising solutions based on the information they have learned. After the faculty complete the first two phases of the institute, which are a half-day professional development event and an investigative research project, the third phase will be to reconvene in 2020 and share what they have learned. S. Cooke asked if the participating faculty will be divided into teams or by college? T. Ngo-Bartel said that the project was designed for faculty to work with their deans and other faculty from their individual colleges. T. Ngo-Bartel stated that faculty who complete all three phases will receive a \$2000 stipend. Participating colleges will receive \$50,000.00 per year for two years, if they agree to attend data/research committee meetings, and support faculty as they use data to analyze equity, retention and success in CE courses. Tina said that a maximum of 250 Career Education faculty members will be invited to attend. She also stated that the next step is to meet with institutional researchers, CE Deans and CIOs as their support is vital. Feedback included the following:

- C. Miles shared a concern about getting faculty participation in August when they are off contract.
- C. Miles asked if there is there money to do this annually. S. Cooke said that if it was important they would find money to do it.
- M. Fischthal reiterated the importance of the researcher's participation. M. Fritch suggested that the researchers need to meet with faculty regularly as part of the guiding process.
- M. Fritch pointed out that researchers will have to participate in the institute before to receive the funding.
- C. Miles noted that the group needed to think about how to handle the stipend for those who can only complete one or two of the phases. M. Fischthal was concerned about the reference to curriculum development. C. Miles stated that the actual intent is to use data to effect change and asked T. Ngo Bartel to reword that portion of the proposal.
- C. Miles said this institute would not just inspire faculty but institutions as a whole.
- M. Fritch asked about including non-career education faculty and C. Miles said to think about that for the future.
- S. Cooke asked who would pick the day for the professional development event in August. M. Smith responded that C. Yerkes will determine viable dates.

4. Other

- Budget: S. Cox shared that the region is currently working in 17-18 funding and that the projects will become more fluid as we move into 18-19. M. Smith said that in December she and S. Cooke received a call that the incentive funding was being cut based on a state budgeting mistake. All that is known currently is that a cut of \$800k is expected. C. Miles stated that she wants a report on expenditure of local funds from the colleges and that misuse could leave funding can be at risk. S. Cox said that that request would need to go to the schools directly.
- Professional Development RFA: M. Smith shared the RFA for the professional development coordinator(s). M. Fischthal asked if the professional development would be regional or local. M. Smith said they would be regional. M. Fritch asked why not hire a consultant to do that work. M. Smith said it would be helpful to have a faculty member who could connect with other faculty members. C. Miles suggested that the position be offered to faculty first and if no one was found to look for an outside hire.
- 2018-19 ROC membership: M. Smith shared the ROC membership. S. Cooke pointed out that T. Flood was originally appointed as a representative for Southwestern, but may need to be reconsidered now that he is at MiraCosta.

Meeting adjourned at 5:10 pm.

Next Meeting: **Wednesday, 5.15.19** from 3-5pm at Mesa College, Health Building, Room S-305

Archived meeting minutes and handouts can be found at <http://myworkforceconnection.org/regionaloversight-committee-roc/>